

JOB DESCRIPTION

Job Title	Senior Stage Technician
Department	Production
Reports to	Technical Manager
Date	July 2024

Job Purpose

Theatre by the Lake is looking to appoint an experienced Senior Technician with a specialist in Stage to work alongside our existing technical team. You should be committed to high-quality work and have a keen interest in working in producing theatre. You will be joining our existing LX, Sound and Stage Technicians in our evolving team as we look ahead to an exciting programme for 2024, providing an excellent service to our customers, visiting artists and community users.

Ideally, you will have at least three years' experience working in a professional producing theatre or touring professional productions.

Key Objective:

To work as part of the Technical Department and support the Technical Manager in the planning, delivery, and management of all Stage aspects of Theatre by the Lake's performances, festivals, events, and to support the wider Production department as necessary.

Main Duties

- To actively contribute to the effective operation of the Technical Department's work
- To support the Technical Manager in the effective planning and management of Stage operations (including scheduling, maintenance, and budgeting)
- To assist the Technical Manager in realizing the stage requirements and designs for productions and events.
- To lead on TBTL's stage work, including get-ins, get-outs, turnarounds, rigging and operation of flying equipment.

- The undertake maintenance of stage equipment, including the flying system, stage lift and revolve.
- To help with the construction and sourcing of scenery and props, then be responsible for their maintenance during show runs.
- To liaise and coordinate with visiting companies and creatives, ensuring they have been contacted in advance of their visit, and that the necessary paperwork is received on time.
- Maintain the paperwork necessary for the smooth running of the performances both received and in-house work.
- To attend Production, Progress, Technical and Interdepartmental meetings as required, and adequately prepare for and participate in these meetings as appropriate.
- Act as Duty Stage as appropriate during fit-ups and get-outs, responsible for stage teams across our spaces.
- Where necessary, act as Duty Technician, managing the room and taking responsibility for all departments, supervising staff, monitoring health and safety, working hours and breaks.
- Provide technical support for community groups and amateur theatre companies who work across our spaces.
- Deliver training to technicians, casuals, students, and apprentices as required.
- Promote Health and Safety within the stage department (RAMS, Training, PPE/Tools as required, and regular checks)
- Deputize for the Technical manager as required.

Other Duties & Responsibilities

- Undertake the rigging, focusing, programming and operation of all lighting equipment and associated systems.
- Undertake the rigging, focusing, plotting and operation of sound equipment.
- Undertake the rigging, operation, focusing and programming of video and cinema equipment.
- Undertake maintenance of production and technical equipment including the hearing enhancement systems and AV equipment.
- Provide technical support for incoming companies, festivals, education and outreach projects and other events.
- Provide technical support for residents and freelance creative staff.
- Assist with the technical and building maintenance at Theatre by the Lake and stores.
- Supervise freelance or casual technicians, apprentices or work experience students working within the department, as required.
- Build and maintain positive relationships with all suppliers, production team members, creatives, audiences, and participants and always represent Theatre by the Lake in a professional manner.
- To work under the theatre's Health & Safety policy and current legislation about the safe operation of theatre activities.

- Keep up to date with current developments and trends within technical theatre.
- Attend production and any other necessary meetings as required.
- Undertake Duty Management/Technician responsibilities as required.
- Act as a representative and advocate of Theatre by the Lake.
- Engage with internal communications and stay abreast of organizational updates and developments.
- Support and uphold Theatre by the Lake's commitment to inclusivity and sustainability.
- Adhere to Theatre by the Lake's Safeguarding Policy including the reporting of any issues of concern following procedure.
- Undertake any other duties that may be reasonably required in connection with the position, as a member of a small and collaborative organization.

DBS Certificate

You will be required to hold a Basic DBS Certificate in this role. This will be subject to regular review by Theatre by the Lake in line with our Safeguarding policy.

Person Specification

The person specification will be used to consider suitable applicants for the shortlist and the exploration of skills at the interview.

Essential

- Minimum of 3 years' experience working in a professional producing or touring theatre at Technician level or above.
- Excellent technical skills with a thorough understanding of stage equipment, technologies, and systems.
- Working with rigging, motorized hoists and flying using a counterweight system.
- Thorough knowledge and practical experience of stage and rigging techniques.
- Excellent written and verbal communication skills
- Provide good leadership skills so the team has a successful outcome and learns from challenges.
- Ability to problem solve using a calm and logical approach, even when under pressure.
- Adaptable and flexible approach to work.
- Excellent computer literacy.
- High aptitude for learning and retaining detailed information.
- Motivated individual able to work on their initiative.
- Willingness to work flexibly and to work shifts, including evenings and weekends.
- Ability to carry out the physical demands of the job.
- Excellent eye for detail and the ability to maintain high standards in the workplace.
- Excellent team player.

- Well-presented with a professional attitude and appearance.
- Willingness to undertake any necessary training.
- A keen interest in the development of stage technologies and stage products in the industry.
- Awareness of health and safety issues, including a working knowledge of COSHH, LOLER and other related legislation.

Desirable

- Carpentry and Metal Work Skills
- Electrical qualification.
- First Aid qualification.
- PAT testing qualification and/or experience of PAT testing.
- Full, clean driving license.
- A good knowledge of the theatre lighting industry Companies and Associations.
- Experience of:
 - Rigging, programming, and operating LX equipment, including EOS consoles.
 - Rigging, programming and operating video and projection equipment.
 - Rigging, programming, and operating sound systems, including Qlab; knowledge of radio microphones.
 - Facilitating and supporting amateur dramatics companies.
 - Working with young people.
 - Building maintenance.
 - CAD and/or Vectorworks
 - Negotiating hire and purchase of equipment