

## JOB DESCRIPTION

# Technician

### THEATR BRYCHEINIOG CYF

Theatr Brycheiniog is a varied and popular arts venue, programming professional productions each year that include theatre, opera, dance, a wide range of music, live screenings, film events and participatory projects, as well as being a significant venue for local community organisations.

The Theatr is situated in Brecon, within the Bannau Brycheiniog national park and has a 470 seat (or 600 standing) flexible theatre auditorium, large studio space, 2nd floor gallery, 1st floor theatre bar and a canal side café.

Following a £1.8m refurbishment and a significant investment in new theatre lighting, and moving towards a new vision for its future, Theatr Brycheiniog offers an opportunity to develop your technical skills while supporting the work of local, regional and national artists and community participants.

### JOB INFORMATION

Post Title:	Technician
Salary:	£25,570 based on a 37.5 hour week
Holiday:	28 days a year, including bank holidays
Based at:	Theatr Brycheiniog
Responsible to:	Technical Manager
Responsible for:	The post holder may be allocated responsibility for casual technical crew, freelance contractors, apprentices or work placements

### SUMMARY

The Technical department works with the incoming production companies and teams to ensure the safe, efficient and effective delivery of performances, conferences and other activities. The Technical team may also be called upon to work on all aspects of the building and technical infrastructure and contribute to the operational side of all of Theatr Brycheiniog's activity. Some work outside of the building may also be required.

### THE TECHNICAL DEPARTMENT

The Technical department is a small team consisting of the Technical Manager and two in-house permanent technicians. It is supported by a freelance technical crew where necessary.

The Department is led by the Technical Manager who also takes a role in facilities management, acting as line manager for the Housekeeping team, and in managing R&M for the building as well as taking an active

# THEATR BRYCHEINIOG

## **PURPOSE OF POST**

Sound and lighting technical support, stage management, ensuring the excellent delivery of performances, activities and events. You will work on all aspects of technical support, and in the day-to-day management and smooth running of all of Theatr Brycheiniog's work.

## **DUTIES AND RESPONSIBILITIES**

To assist with all technical requirements to ensure the smooth day-to-day effective functioning of Theatr Brycheiniog.

To provide assistance, information and advice on all Theatr Brycheiniog's facilities to hiring companies and community groups, visiting companies, artistes and their agents, working with them to deliver the best possible experience for performers and audiences

To liaise, as required, with visiting companies, artistes, performers, stage managers, technicians

To assist with 'get -ins' and 'get-outs' for performances, events and activities

To rig and operate sound and lighting as required.

Set up and operate other events such as conferences.

To carry out a high standard of housekeeping and regular maintenance in all backstage and technical areas, ensuring that all technical equipment is maintained to the highest standards to conform to legislative requirements.

To assist with ensuring that all Health and Safety policies are adhered to.

To assist with ensuring that all Health and Safety equipment and fire safety systems are regularly tested and maintained.

To assist with maintaining up to date and accurate inventories of all Theatr Brycheiniog's equipment

Provide direction, instruction, guidance, support and supervision to casual or freelance staff.

To produce and file show reports, performance/production files etc, as appropriate.

To deputise for the Technical Manager as required

To be familiar and comply with all relevant Health and Safety, Operational, Personnel, Data Protection and Financial Regulations, policies and procedures.

To undertake such other duties and responsibilities of an equivalent nature, as from time to time may be required.

The post holder's duties must at all times be carried out in compliance with Theatr Brycheiniog's Equal Opportunities Policy ensuring equality of opportunity is afforded to all persons both internal and external to Theatr Brycheiniog, actively seeking to eliminate any direct or indirect discriminatory practices/behaviour.

## **ADDITIONAL CONDITIONS**

- a) The post holder will be required to work unsociable hours including evenings, weekends, and bank holidays as part of their normal working week.
- b) The post holder does not qualify for overtime payments and enhancements.
- c) Attend staff meetings, training sessions and other events as required.