



Theatre Technician

Application Pack



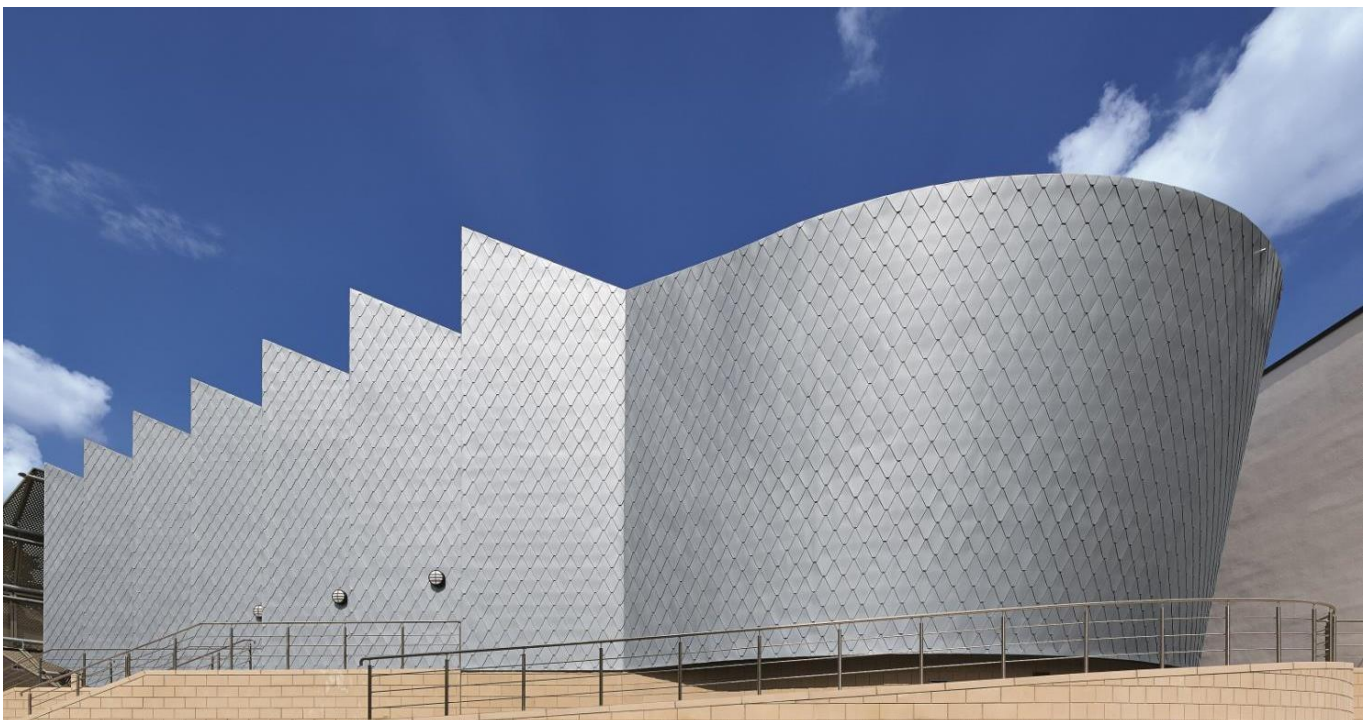
Job Description: Theatre Technician

Overview

Working time:	40 hours a week (taken as an average over the month) over 52 weeks per year. The normal weekly hours will be planned in advance, this is to suit the different requirements of events and hires, and will include some evening and weekend work.
Holiday:	You will be entitled to 21 days holiday per annum, with an additional 4 days to be taken over the Christmas shutdown, plus statutory bank holidays.
Salary scale:	£20,400 to £21,860 per annum (based on experience)
Line Managers:	The Auditorium Manager Senior Technician (Task Manager)
Responsible For:	Visiting Technicians (on shift), under direction from the PAA Manager or Senior Technician

Purpose of the Post

The role will provide high quality technical support to both school events and external bookings, including some high profile performers. The PAA and Friarage Theatre have a packed programme of live and recorded events that are open to the general public (www.thepaaonline.org). The technical support needs to be that of a top receiving house, whilst also understanding the technical needs of the school. The role will facilitate the set-up for a busy diary of events. An important part of the role will be prepping the space for shows and school events, under the direction of the Senior Technician and the Auditorium Manager.



About the Venue

The Princess Alexandra Auditorium

The Princess Alexandra Auditorium (PAA) and Friarage Theatre are two stunning venues on the Yarm School site that are hosting an expanding calendar of diverse community events. The PAA was opened in 2012 by HRH Princess Alexandra and has hosted numerous high-profile performers. The facility has been awarded two prestigious RIBA awards for design excellence. The Friarage Theatre was opened in 2016 by composer, Will Todd, and is part of the school's impressive music facility. Used for cinematic events, the HD projector and surround sound means the Friarage Theatre is the perfect venue for NT Live, RSC Live and ENO Live. In addition to the two main venues we also have available the Recital Room, the Studio Theatre and the Dance Studio; these are used for smaller concerts and drama productions.

We work with an increasing range of partners across the North East region and beyond to schedule a diverse programme of events. We host a range of events and performances by Yarm School, commercial, professional, amateur and community performances, arts and educational organisations and similar events.

Yarm School

Yarm School was founded in 1978. Since then it has become the major educational success story in the North East and the School is now firmly established amongst the country's leading co-educational day schools. In addition to the Senior School, there is a Preparatory School, and a Pre-Prep which includes a Nursery. In total, there are about 1,100 pupils between the ages of 3 and 18 with 770 in the Senior School including a Sixth Form of over 220. Continued investment in the fabric of the school and an ongoing commitment to state-of-the-art technology ensures the best facilities and resources in which to work.



Key Tasks

- Day-to-day technical support, including lighting, sound, venue configuration set-up and de-rigs for the Auditorium (Recital Room, Studio Theatre and Dance Studio) and the Friarage Theatre.
- Support school staff in the Auditorium and Friarage Theatre. This will include anything from setting up AV equipment, providing microphones for talks or setting up a music room for a rehearsal.
- The school has a number of assemblies and the Theatre Technician will work with the Senior Technician to ensure the Auditorium is set up as requested.
- LX Rigging and plotting for school shows and supporting the Head of Drama, Director of Music, Head of Theatre Studies and other school staff with productions or events in the PAA and with their technical requirements in a timely manner.
- Assisting the Estates Team with building sets and painting for school plays and musicals.
- Responsible for ensuring all H&S procedures are followed and adhered to by our staff and visiting companies whilst providing technical support.
- To run technical aspects on shows in the PAA and Friarage Theatre and its associated rooms/venues. Guidance will be provided by the Senior Technician.
- The Theatre Technician will work with the Front of House Manager to ensure a smooth experience for all audience members.
- Act as duty technician and on occasion manage a team of casual technicians for events, acting up to cover the Senior Technician where needed.
- To assist with general maintenance tasks.
- Ensure the wardrobe, props and set stores are in a safe, tidy and accessible fashion.
- Any other duties as reasonably required. The post is part of a small team of staff and the job holder needs to work flexibly and develop a sense of team working and community involvement.



Theatre Technician Person Specification

Essential Qualities

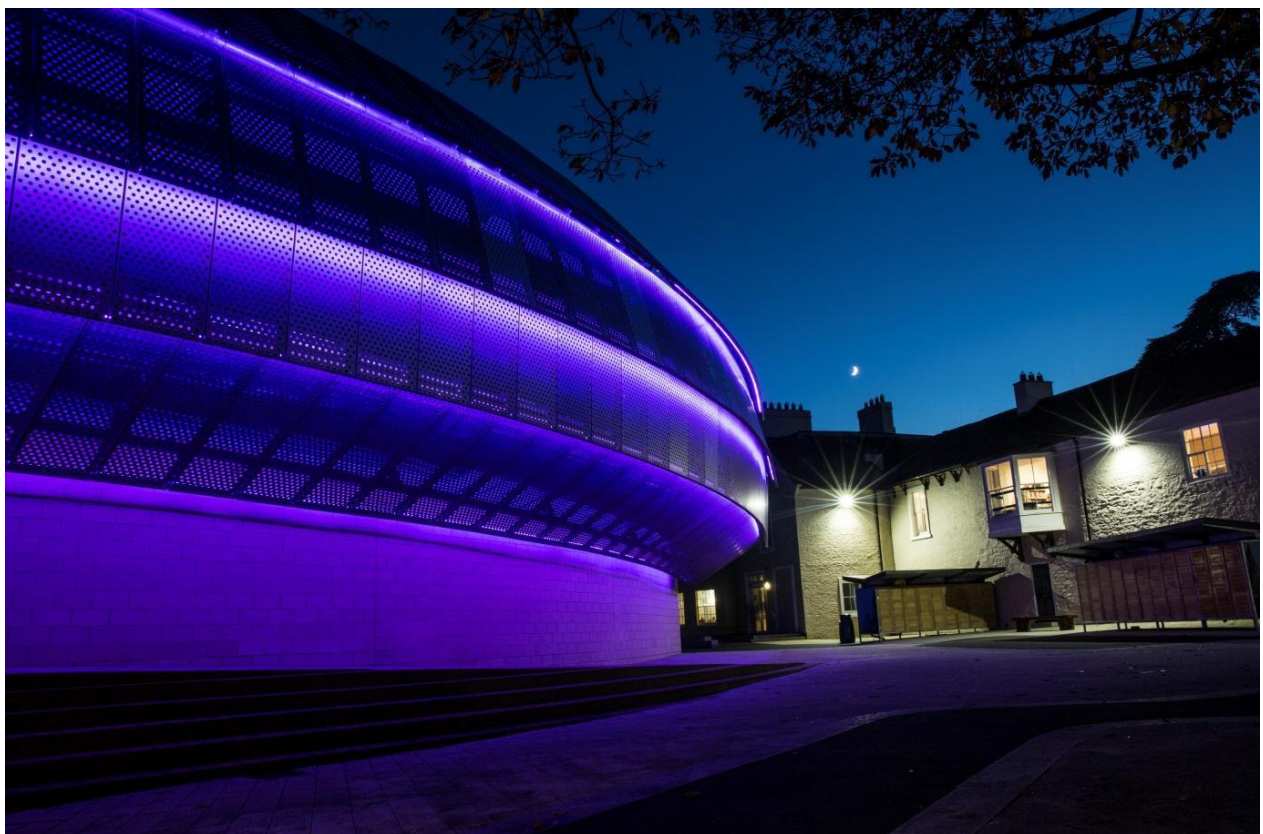
- Proven experience of working on the technical aspects of theatre shows;
- Experience of focusing and rigging LX for productions;
- A good knowledge of sound engineering;
- The ability to work calmly and efficiently under pressure;
- Good organisational and time management skills;

Desirable Qualities

- Experience of working in a building used by members of the public;
- Experience of working in an educational environment;
- Experience of working at an arts venue or similar;
- Some experience in a customer facing role.

Criminal records check

Yarm School is required to seek an Enhanced Disclosure from the Disclosure and Barring Service (DBS) in respect of successful applicants for all posts at the School where staff may come into contact with children. A criminal record will not necessarily be a bar to working in the School. Applicants who are invited to interview should provide details of any criminal record under separate, confidential cover to the School Manager before attending the interview. A copy of the School's policy on Vetting and Suitability Checks and the DBS Code of Practice may be obtained from the School Manager. Before an appointment is made routine checks will be undertaken to confirm identity and qualifications etc.



Appointment Procedure

Applications will only be accepted on the application form provided by the School. This should be completed electronically. All questions must be answered. The candidate may also submit a Curriculum Vitae if he / she wishes but this is not a requirement. Applications should be submitted with a covering letter (again, by e-mail) explaining why the candidate and post are mutually suited.

Timetable

Closing date for applications is Monday 30th May at 5pm

Final interviews and a practical assessment, for shortlisted candidates, will be held on Wednesday 1st June (All Day)

An appointment will be made soon thereafter.

Applications should be sent to The School Manager, as soon as possible, and no later than 5pm on Monday 30th May.

The School Manager
Yarm School
The Friarage
Yarm
Stockton on Tees
TS15 9EJ

Further information about the School, together with an application form and job description, can be found on our website on www.yarmschool.org/about-us/vacancies/ Please e-mail if you have any difficulties or queries.

