

<b>Job Title: Theatre Technician (CASUAL)</b>	<b>Reporting to: Technical Manager / Senior Technicians</b>
<b>Name of Incumbent:</b>	<b>Signed by Employee:</b>
	<b>Date signed:</b>

**Purpose**

To provide high-quality technical support across both Portsmouth Theatre venues, working confidently across all technical disciplines including lighting, sound, staging, flying, projection, and general backstage operations.

**Main responsibilities;**

- Assist with and when necessary be responsible for the loading and unloading of stage equipment for incoming companies.
- Assist in and when necessary be responsible for the rigging of stage lighting, sound and construction of stage sets for incoming companies.
- To operate the theatre's lighting, sound system as well as the hemp, counterweight and computerised flying systems.
- Work with FOH to ensure the highest levels of customer service are achieved at all times.
- To assist with maintenance tasks with regard to stage, lighting and sound equipment including repair and testing.
- To observe the theatre's Health and Safety procedures and contribute to ensuring a safe working environment is maintained at all times.
- To wear the uniform, protective clothing and name badges provided at all times.
- To attend training sessions both 'in house', including induction training and external as required.
- Undertake any other reasonable activity or responsibility as directed by line management.

This job description will be reviewed on a regular basis and will, in consultation with the post holder, be adjusted as necessary in line with the developing nature of the Portsmouth Theatre's activities.

PERSON SPECIFICATION		
Attainments	Essential	<ul style="list-style-type: none"> <li>• Basic numeracy and literacy</li> </ul>
	Desirable	<ul style="list-style-type: none"> <li>• Recognised Professional Technical Theatre qualification</li> <li>• Technical course (degree, diploma or apprenticeship)</li> </ul>
Special Aptitudes / Knowledge	Essential	<ul style="list-style-type: none"> <li>• Experience in using and maintaining a range of technical equipment within a theatre facility environment</li> <li>• Experience of working with planned maintenance programmes</li> <li>• Experience working with professional and amateur theatre groups</li> <li>• Physically able to lift and work at heights</li> <li>• Effective verbal reasoning and communication skills</li> <li>• Working knowledge of health and safety legislation relevant to a theatre environment</li> <li>• Experience across all theatre disciplines</li> <li>• Experience in manual handling</li> </ul>
	Desirable	<ul style="list-style-type: none"> <li>• Experience in mixing live sound on digital desks using a large number of mics</li> <li>• Experience in the preparation of procedures and work instructions with respect to key facility operations/areas</li> <li>• Experience in implementing health and safety ensuring compliance with key legislation</li> <li>• Ability to use Microsoft Office software, including Word, Excel and Access</li> </ul>
Interests	Desirable	<ul style="list-style-type: none"> <li>• Keeping up to date with trends and developments within the area of technical facilities management especially with relation to theatre</li> </ul>
Disposition	Essential	<ul style="list-style-type: none"> <li>• Self-starter</li> <li>• Accepts and seeks responsibility</li> <li>• Capable of performing well under pressure</li> <li>• Flexibility to be able to cover a number of roles as required</li> <li>• Ability and will to use initiative</li> <li>• Team player</li> </ul>