POSITION DESCRIPTION

Casual Theatre Technicians (POS 1353)

This section will be completed by POD

Directorate: Community & Lifestyle	**Department:** Liverpool Powerhouse
Position Grade: Grade 7	**Reports to:** Technical Producer
Last review: June 2025	**Next review:** June 2028 **Version No.:** 1

Position purpose:

To provide assistance to the Technical Producer, Assistant Technical Producer, Events Producers, Engagement and Hire Team and Curatorial Team in the provision of technical (Lighting, sound and audio visual) installation and operation for a diverse range of theatre programs including dance, music, multi-media, film and special events, as well as in-house/external events which all contribute to the centre's theatre program.

Casual theatre technicians are responsible for the provision of services and technical support to presenters to meet production requirements compliant with relevant technical and arts venue requirements. This includes working with the Technical Producer and Assistant Technical Producer in setting up, striking and operating all equipment to support a range of small to large live performances, events and hires. This technical support is to be provided with properly developed and managed WHS practices and risk management procedures.

Key accountabilities/responsibilities:

Responsible for:

1) Installing, rigging and focusing of lighting, sound, set and AV equipment in both theatre, the galleries and venue.
2) Operating lighting, sound and AV ranging from presentations, theatre and dance productions through to large scale community events and venue hire set up.
3) The safe and efficient management and maintenance of stage lighting, audio and audio-visual equipment.
4) Provide clear, concise verbal and written reports to both internal team and external clients.
5) Clearly and effectively communicating with a wide range of clients, customers and staff.
6) Methodical and effective approach to problem-solving technical issues that arise.
7) Effectively participating in a dynamic team environment and under time pressure.

Decisions made in the position:

1) Customer service and problem solving

Decisions referred:

1) Contribute to work plan priorities in consultation with the Technical Producer and Assistant Technical Producers
2) The implementation of technical risk management procedures, manuals and emergency procedures

3) Expenditure for maintenance, replacement of plant and equipment.

Key issues/challenges:

1) Assist in the implementation of a comprehensive and consultative program of the Liverpool Powerhouse theatre productions, events, festivals and community programs that range from local to international, short to long term with competing deadlines that meet statutory requirements for the live performance industry
2) Liaise effectively with technical crews during bump-in, bump-outs and other technical staff during show call periods.
3) Working with clients from diverse backgrounds, with different resources, expectations and expertise.
4) Identifying and implementing technical solutions for desired set, lighting and sound effects.

Key working relationships:

- Technical Producer
- Assistant Technical Producer
- Events Team
- External crew and creative teams
- Engagement and Hire Team

POSITION DESCRIPTION
Casual Theatre Technicians (POS 1353)
This section will be completed by POD

POSITION SPECIFICATION

Whilst the criteria described below is indicative of the nature of this role, for the purpose of this hiring process please only address the selection criteria listed in the job application.

ESSENTIAL CRITERIA

Qualifications/Licences

- Recognised qualifications in live production, performances, and/or technical services, and/or at least 3 years' experience relating to the entertainment industry.

Experience

- Demonstrated technical experience in an arts organisation and working within a team to produce live performance activities including theatre, dance, music, launches, conferences, workshops, festivals and small to large community events for a range of spaces and clients
- Safe and efficient management of stage lighting, audio and audio-visual equipment
- Sound experience in the use of computer hardware and software, including Excel, Word and Microsoft Outlook
- Sound experience as a lighting, sound and/or audio-visual technician and experience using theatrical electrical equipment and a range of lighting and sound desks as well as maintenance of theatrical equipment.
- Experience and proven time management skills for high-pressure and competing deadlines and the ability to effectively prioritise work and meet production and organisational deadlines.
- Evidence of initiative and self-motivation as well as effective team member.

Knowledge and Skills

- In depth knowledge of performing arts and music industry.
- Knowledge of installation systems and presentation for theatre productions and multimedia events.
- Sound computer literacy skills particularly with Microsoft Office software.
- Knowledge of technical requirements for staging and performances including sound, lighting, audio-visual and communication systems and protocols, bump in and bump out & set up.
- Knowledge and understanding of the theory of lighting concepts, focussing and patching
- Knowledge of Work Health and Safety practices, the principles of Equal Employment Opportunity, ethical practice and multi-cultural diversity.

DESIRABLE CRITERIA

Qualifications/Licences/Experience/Knowledge and Skills

- Proven high standard of attention to detail and 'follow through.'
- Interpersonal skills including negotiation, empathy with artists, ability to communicate with a diverse range of community groups and ability to support their needs.
- Proven ability to work as part of a team.
- Ability to identify areas for continuous improvement.
- Experience in using elevated work platforms.
- Basic understanding and knowledge in the operation of power tools, machinery and building materials.
- Experience in maintaining a workshop.

LIVERPOOL CITY COUNCIL

LIVERPOOL THE GREAT SOUTH WEST

Our vision:

Aspiring to do great things – for ourselves, our community and our growing city.

Our values:

Ambitious

Authentic

Collaborative

Courageous

Decisive

Generous