



## CASUAL TECHNICIAN JOB DESCRIPTION

<b>SALARY</b>	Paid at the Living Wage Foundation rate appropriate for age
<b>CONTRACT TYPE</b>	0 hours contract
<b>HOURS &amp; LOCATION</b>	Hours will be given by rota a minimum of 2 weeks in advance, including evenings and weekends.

The position is based at The Garage, Norwich, with occasional travel to King's Lynn paid for in expenses

<b>LEAVE</b>	Holiday accrual is paid monthly based on hours worked
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<b>REPORTING TO</b>	Technical Supervisor
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<b>DESCRIPTION OF ROLE</b>	<p>As a member of the technical production team, the post holder will provide high quality technical support (including lighting, sound, AV and stage management) and maintenance for all venues and equipment. You will deliver a consistently high standard of service to visiting artists and other venue users, and using safe working procedures at all times contribute to The Garage Trust's objective as a leading venue for excellent and diverse performance art.</p>
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You will be responsible for acting as Duty Technician in a multi-disciplinary capacity and at all times to be responsible for safe working practices of self and others within the venues, including safe operation of all backstage areas and instruction of visiting artists on emergency and evacuation procedures and assisting during an evacuation.

<b>TO EXPRESS INTEREST</b>	<p>Please email your completed application form and a cover letter (no longer than one side of A4) detailing your interest in the position and how you feel you meet the specification to <a href="mailto:recruitment@thegarage.org.uk">recruitment@thegarage.org.uk</a>. CVs will not be accepted.</p>
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Please note, this post will be subject to Enhanced Disclosure and Barring Service check.



We encourage applications from all backgrounds and communities and are committed to supporting the diversification of the Creative Industries. We actively encourage applications from people who consider themselves to be part of minority groups. We are committed to equality and diversity within our workforce and all opportunities provided by the Garage Trust Limited.

The ideal candidate will be a highly organised, committed and enthusiastic individual, comfortable working with people who face a variety of challenges, flexible in their approach to tasks and have bags of initiative.



THE GARAGE  
NORWICH



THE WORKSHOP  
KING'S LYNN

## MAIN DUTIES

- Demonstrable experience of working in the technical department in a professional performance/ live event environment.
- Ability to work as duty technician independently and capacity for taking responsibility for always delivering a successful event.
- Working knowledge of all technical disciplines including lighting, sound, AV and stage management, ideally including a working knowledge of ETC lighting desks, Alan & Heath and Yamaha digital and analogue sound consoles and some experience with QLab 3 or 4 show control.
- Ability to interpret technical drawings and lighting plans.
- Ability to adapt lighting designs to the spaces and sometimes produce designs for events.
- Operation of FOH sound and foldback in a live sound environment.
- Stage management experience.
- Ability to prioritise, organise workload and work effectively in a busy and demanding environment.
- Excellent time management.
- Flexibility to work unsociable hours, incl. nights, weekends and Bank Holidays.
- Able to perform manual handling tasks and working at height.
- Highly self-motivated and able to find effective solutions to practical problems.
- Excellent communication skills with a range of people and environments.
- Excellent customer care skills, including people with a disability.
- Knowledge of current Health & Safety legislation as applicable to the operation of a public building.
- Computer literate.
- Building maintenance

## HEALTH AND SAFETY

- Completing health and safety related procedures as instructed by the Technical Supervisor and/or General Manager
- Help to ensure all staff members, visiting professionals and young people are working within Health and Safety regulations

## GENERAL

- To maintain discretion and strict confidentiality in particularly sensitive situations



- To be aware of and work in accordance with all Garage policies including: Health & Safety; Data Protection; Child Protection, Equal Opportunities
- To act appropriately and as an advocate for The Garage at all times
- Undertake other duties in line with the needs of the organisation and as instructed from time to time

## REQUIREMENTS

### ESSENTIAL:

- A recognised qualification in Technical theatre studies, or 12 months' experience in the Theatre or live events industry.
- Candidate will subject to an enhanced DBS check.