

JOB DESCRIPTION: SENIOR TECHNICIAN STAGE

Reporting to: Head of Technical

Responsible for: Casual Crew alongside the Technical Department Leads

To carry out the duties of the Senior Technician Stage in first class receiving/producing venue with due diligence as directed by the Head of Technical and Technical Department Leads including but not limited to: working on the get in, fit up, show running and get out of productions. To work alongside other technical staff and casuals to create a safe and welcoming environment. To ensure that the core values of The Theatre are always adhered to.

Core requirements of the role

- To work in a co-operative and collaborative manner with The Head of Technical, Technical Department Leads, other Technicians, casual workforce and visiting companies in establishing and executing the technical needs of the visiting company
- To deputise for the Head of Stage when called upon.
- To perform performance duties on all productions as directed.
- In conjunction with the Technical Department Leads to be responsible for the management and the upkeep of the venues and all their technical equipment.
- To ensure accurate working time records are kept up to date and submitted in a timely manner.
- To carry out preliminary and preparatory work where required for Visiting Companies.
- To manage time efficiently and where practically possible, within the Working Time regulations and the company's Working Time Policy.
- To take responsibility for all technical equipment and to undertake in the training and safe operation of such equipment.
- To advise on replacement equipment and training requirements as needed.
- Assist in ensuring all statutory inspections and certifications are kept up to date.
- Assist in ensuring that all electrical equipment in the theatre is kept up to date with relevant inspections and certification.
- To ensure that good housekeeping is maintained in all technical areas and backstage areas.
- To be aware of current Health and Safety Legislation and other Legal requirements affecting the areas of responsibility and to ensure that all work is carried out in keeping with policy and procedures.
- To keep the Technical Department Leads informed at all times of issues relating to areas of responsibility.
- To help maintain adequate stocks of consumables, tools and equipment for the efficient running of the department.
- To respond to and co-operate with the needs of the visiting company and the Theatre to enable a positive and supportive solution to relevant problems.

- To work in a co-operative and collaborative manner with all staff within and outside of technical areas
- To work on planned maintenance and the upkeep of the building fabric as directed and on a regular basis.
- To attend production meetings, when appropriate, respond to show reports and together with the other members of the technical department resolve any matters that arise.

This list of duties and responsibilities is not exhaustive, and the employee may be required to perform duties outside of this brief as is operationally required and at the discretion of their line manager.

Essential skills and experience

- Minimum 18 months professional experience at a similar level.
- A good understanding and practical knowledge of the principles and safe working practices of theatre rigging, counterweight flying, carpentry, manual handling and lorry loading.
- A basic understanding of Lighting and Sound systems.
- The ability to work at height.
- A good working knowledge in the safe use of power tools.
- The ability to work on one's own initiative and within a team.
- Excellent communication & interpersonal skills.
- Friendly and approachable manner. Co-operation and adaptability will be key ingredients.
- Pro-active and flexible approach to work. The applicant must have the ability to work within a small team who will inevitably spend much time together.
- Good communication with visiting companies.
- Good IT skills using Microsoft Office.
- Responsive to artistic needs.

Desirable skills and experience

- First Aid qualification
- Previous touring experience.
- A good understanding and appreciation of all theatrical technical departments.

Organisational Commitments:

- Carrying out any other tasks that will be required on an ad hoc or continuing basis, commensurate with the general level of responsibility of the post.
- Attending previews, events and press nights as required.
- Being an enthusiastic advocate of The Arts Theatre Cambridge, acting in its best interests at all times with a thorough understanding of the company's mission and aims.

- Undertaking relevant training and development as required.
- Driving change through actions and words that advocate inclusion and equality, creating a culture that recognises and celebrates diversity.
- Being accountable for the safety of yourself and others, in line with our Health & Safety Policy.
- Creating a positive working environment, underpinned by the organisation's values.
- Ensuring we are collecting and using data to inform decisions, demonstrate our impact and fulfil our funding conditions.
- Complying with all legal requirements relating to the General Data Protection Regulation (GDPR).
- Contributing to our environmental sustainability goals

Terms and conditions:

Salary: £33,000 per annum

Hours of Work: An average of 40 hours per week excluding an unpaid lunchbreak.

Holiday entitlement: 33 days including statutory bank holidays.

Pension: The Theatre offers an auto-enrolment pension scheme.

Please send CV's and a short covering letter to recruitment@cambridgeartstheatre.com for the attention of Julian Cree.

Closing date for application is Friday 25th July 2025