

TECHNICAL MANAGER

RECRUITMENT PACK



WHO WE ARE...

The Playhouse is one of the most vibrant theatres and arts organisations in Northern Ireland, established to meet the needs and aspirations of people and communities at a time of conflict. We have since grown to become a national asset: an award-winning producing theatre, an empowering centre for learning and a global leader in the arts and peaceful change. We matter to our locality and to the international communities we connect with and we continually innovate to offer a space to make meaning and a place that's here for good. We believe in inclusion, in inspiring creativity and opening up the imaginative world of theatre, dance, art and music for everyone to enjoy. The Playhouse is core funded by the Arts Council for Northern Ireland, Derry City and Strabane District Council, and Community Relations Council.

ABOUT DERRY-LONDONDERRY

Derry-Londonderry, Northern Ireland offers a blend of historical charm and modern convenience. The city boasts a range of excellent schools, catering to diverse educational needs. With a welcoming community, it's an ideal place to raise a family. The city's rich history is reflected in its architecture, museums, and cultural festivals. Residents can enjoy a variety of amenities including parks, shopping districts, and a thriving arts scene. The scenic surroundings along the River Foyle provide ample opportunities for outdoor activities. Derry-Londonderry's close-knit atmosphere, coupled with its educational and recreational offerings, make it an attractive destination for those seeking a vibrant and well-rounded lifestyle.

Registered with the Charity Commission
for Northern Ireland No: NIC 100119
Company Registration: NI 26912
VAT Number: 836105347





TECHNICAL MANAGER

Our Technical team play a leading role in ensuring we provide work of the highest quality by delivering technical excellence for every performance, rehearsal and event, and ensuring our facilities are well maintained. We are seeking Technical Manager (In-House) to work closely with colleagues to ensure operational and production requirements of rehearsals and performances are carried out to the highest possible standard of safety, efficiency, and quality.

The ideal candidate has:

- A good level of technical experience in stage skills (lighting, sound and AV) in a receiving house and/or producing theatre.
- Experience of supporting a diverse range of events and activities (conference, learning & engagement, festivals for example).
- Demonstrable experience in rigging and scenic construction.
- A good level of experience in supporting facilities management.
- A broad range of technical skills and understanding of the requirements of other teams/ departments within a dynamic arts organisation.
- A strong commitment to safe working practices including CDM 2015.

TO APPLY

Please send your application and monitoring form to Shauna at shauna@derryplayhouse.com

Interviews will be scheduled Thursday 16 November or Friday 17 November.

DEADLINE

12 Noon Friday 3 November 2023

The Playhouse is committed to the principle of equality of opportunity. We will ensure that no one receives less favourable treatment on the grounds of colour, race, religious belief, political opinion, sex, marital status, disability, age, sexual orientation, family circumstance, pregnancy or maternity leave, gender, gender reassignment or ethnic or national origin. We welcome applications from all backgrounds.

Applicants must have work authorisation for the UK.

JOB TITLE: Technical Manager (Full-Time 40 Hours)
BASE: The Playhouse, Derry- Londonderry, and offsite locations
KEY RELATIONSHIPS: CEO and Senior Management Team, support line management of Development Director, Asst. Producer/Technician, Visitor Experience (In-House), and Casual Theatre Technicians
SALARY: £25-28K

OVERALL PURPOSE OF THE ROLE:

Working to the priorities set by the CEO and Senior Management Team, with the support line management of the Development Director, the Technical Manager works collaboratively with colleagues to ensure that activities, rehearsals and performances are carried out to the highest possible standard of safety, efficiency and quality, and that our facilities are well maintained.

Main Responsibilities

- Day to day technical operations
- Working with colleagues to ensure that activities, rehearsals, events and/ or productions are delivered to highest production standards.
- Participate positively in all technical work necessary for a production from pre-production to stores/ workshops, to rehearsal rooms and stage, and back to stores.
- Work with colleagues to maintain safe use and storage of all relevant tools, equipment and machinery.
- Work with colleagues and external contractors to support upkeep of buildings and maintenance
- Attend model, production, and other technical department meetings as required.
- Support get ins/ get outs and act as duty manager when required
- Liaise with visiting companies and Visitor's Experience as necessary.
- Contribute to fostering a culture of continuous improvement across the team.

Health and Safety

- Take personal responsibility for the safety of self and others
- Promote a positive approach to Health & Safety and safe working practices at all times.
- Assist in creating risk assessments and method statements and follow existing and approved risk assessments and method statements.
- Undertake Health and Safety and any other training as identified by support management and as required of the post.
- Ensure that any near miss, incident or accident is reported in accordance with Playhouse policy.
- Work with colleagues to maintain a clean, efficient, well-organised and safe physical working environment, ensuring all areas are kept in a clean and tidy manner.

Communication and Relationships

- Assist in building an effective team by taking individual responsibility for attendance, quality of work, motivation and discipline, and providing support for other team members.
- Treat people with respect and maintain good working relationships
- Co-ordinate work with others, sharing relevant information, ideas and resources, and demonstrate a disciplined approach to work.
- Maintain high standards under pressure and carry out tasks without detailed supervision.
- Develop strong working relationships with colleagues across Technical, Visitors Experience and the wider organisation.
- Recruit and supervise the work of any additional Casual Technicians, reporting any concerns regarding attendance, conduct or performance promptly to support management.
- Assist with the induction and training of staff to the required standard as necessary.

Continuous Improvement

- Keep in touch with best practice as relevant to the role and emerging technologies, including relevance to the sustainability aims and goals of The Playhouse.
- Manage own learning and continuous professional development relevant to the role with the encouragement of Playhouse colleagues and the wider Technical Team.
- Contribute to a culture of innovation and continuous improvement.

Deliverables

- Maintain high production standards and timely delivery of duties.
- Compliance with Health and Safety best practice and The Playhouse procedures as outlined in the Organisational Handbook.

Note: This Job Description reflects the current situation. It does not preclude change or development that might be required in the future.



Person Specification:

Skills and Experience

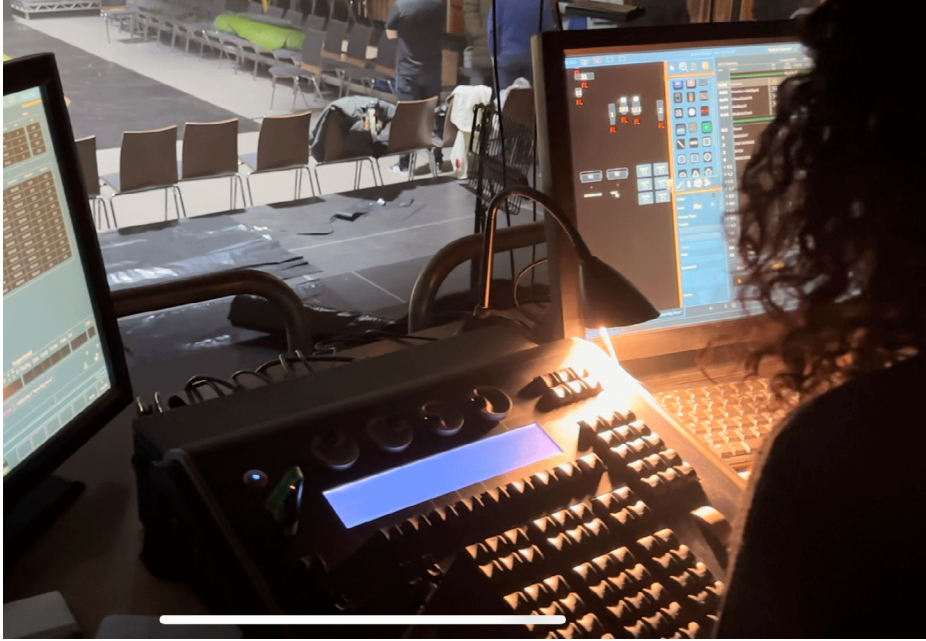
- Good level of technical experience in Stage skills (i.e. lighting, sound and AV) in receiving house and/ or producing theatre
- Demonstrable qualifications and/or training in rigging and scenic construction.
- A broad range of technical skills and understanding of the requirements of other teams/ departments within a dynamic arts organisation.
- A good level of experience in facilities management
- Commitment to safe working practices including CDM 2015.
- Good MS Microsoft Office skills

People Skills

- Strong communication skills
- Team player with a collaborative approach to working.
- Ability to work unsupervised and show initiative in dealing with day-to-day problems.
- Willingness to learn new skills and help train others.

Job Requirements

- Strong awareness of and adherence to Health and Safety policy and best practice
- Compliance with discrimination legislation and Equal Opportunities principles
- Flexibility to work varied hours including travel and work at other locations.



Other Essential Skills, Knowledge and Experience

- Ability to work in close collaboration as part of a team and independently under direction.
- Attention to detail, particularly in written documentation, event planning and record keeping;
- Experience of financial administration and budgeting;
- An effective team worker with proactive approach to work;
- A common sense approach to problem solving;
- Awareness of customer care, health and safety, and diversity and inclusion activities;
- The flexibility to work regular evenings and some weekends at events as required, for which time off in lieu will be given;
- Commitment to widening diversity and promoting social mobility.
- Good leadership skills with proven ability to influence, act decisively and problem solve.
- Ability to represent The Playhouse and its projects in internal and external environments.
- Some experience of working with digital media.
- Self-starter and ability to work autonomously.
- Ability to maintain discretion and confidentiality at all times.
- Commitment to delivering a high standard of work at all times.
- Awareness and understanding of Safeguarding and Equal Opportunities.



HIRE US | ROOM SET UP



TECHNICAL TEAM | BEHIND THE SCENES



TECHNICAL MANAGER

THE PLAYHOUSE

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