



## Theatre Technician

### Dean Close Services Ltd & Dean Close School

Responsible to: Technical Manager and Theatre Manager

To support a dynamic schedule of theatrical productions, concerts, cinema screenings, satellite broadcasts and commercial events for both internal and external clients across multiple performance venues: The Bacon Theatre, Tuckwell Amphitheatre, Prince Michael Hall, 1914 Centenary Hall.

#### Main Duties

1. To provide competent and efficient technical support across the Dean Close School campus to meet the level of technical services required daily, in conjunction with the Technical Manager
  - a. Rigging and operating all stage equipment and stage furniture
  - b. Programming and operating lighting control systems
  - c. Mixing sound and system engineering
  - d. Assisting with the construction of school stage sets
  - e. Providing technical support and assistance with 'get in' and 'get out' for external companies
  - f. Designing and costing lighting, special effects and sound rigs for school shows and some external events
  - g. Carrying out routine maintenance and repairs to technical equipment
  - h. Keeping all areas of the theatre clean and tidy and returning items to storage
  - i. Maintaining excellent client liaison and a high quality technical service
  - j. Being aware of technical developments within the industry and suggesting anything that may be beneficial to the theatre
  - k. Assisting the Technical Manager in the training of Dean Close School scholars in all aspects of technical theatre and to assist with Monday Afternoon Activities
  - l. Deputise for the Technical Manager in his absence on all technical matters
2. To maintain high standards of safety, behaviour and operation for the venues in accordance with Dean Close School's Health & Safety procedures
  - a. Undertaking statutory testing and inspection, including portable appliance electrical testing and regular inspections of access equipment

#### Other Duties

3. To assist the Technical Manager, Theatre Manager and Administrator in routine office tasks, if required.
4. To assist Duty Managers on show nights with Front of House duties, pre-show, where possible
5. Representing the Bacon Theatre at School Theatre Support Group and other forums, community group tours, etc.
6. To carry out any reasonable requests made by the Technical Manager, Theatre Manager or Senior Management

Evening and weekend working will be required as dictated by the events schedule so a flexible approach is a prerequisite.

### **Hours**

Average 37½ hours per week on a variable hours / rolling 6 week basis

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### **Salary**

- To be discussed – DOE
- Pension Scheme available
- Free lunch is available during term time
- Parking is available on the School grounds or near-by
- Holiday entitlement 25 days plus bank holidays

### **Application Process**

Completed application forms and a CV, together with a covering letter should be returned to the HR Manager, Dean Close School, Shelburne Road, Cheltenham, GL51 6HE.

Tel 01242 267415, Email: [hr@deanclose.org.uk](mailto:hr@deanclose.org.uk) by 12.00pm on the closing date.

Dean Close School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

**Closing Date:           Monday 26<sup>th</sup> August | 12noon**

**Interviews:             Friday 30<sup>th</sup> August**