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**TECHNICIAN (SOUND)**

**Welcome to Derby Theatre**

We’re pleased that you’re interested in our new vacancy – **TECHNICIAN (SOUND)** – and have decided to find out more.

**About Derby Theatre**

*'Increasingly the most crucial theatre in the region because of its emphasis on learning, nurturing and nourishing'*

Lyn Gardner, The Guardian

Derby Theatre has pioneered a new vision of what a regional producing theatre can be with its ground-breaking Learning Theatre model, which was established in 2013. This has transformed the theatre from a traditional producing house into an organisation that places learning at the heart of its mission.

We produce high quality professional theatre productions for the mid and small scale in conversation and dialogue with the community we sit in.

In a unique relationship with the University of Derby, students from their degree programmes study in the theatre, both learning from our professional staff and putting on productions in a professional environment.

Our innovative artist development scheme – In Good Company – brings emerging artists into the heart of the organisation, offering a range of support, mentoring, networking and learning that is transforming the artistic ecology of the region.

Over 25,000 young people annually engage in our schools and community outreach programme and bespoke programme for young people in care (Plus One).

Since 2015 Derby Theatre has been one of Arts Council England’s National Portfolio Organisations, and in April 2018 we had the fantastic news that our funding would be increased by 59% - one of the largest uplifts across the portfolio.

**What we do**

Derby Theatre typically produces six in-house shows each year, plus co-productions with our associate artists and a number of student and youth productions.

On the main stage, we produce work in spring, autumn and at Christmas, while in the studio we produce a Christmas show for young audiences. We also produce a family show at Easter/summer, a piece of theatre for under 5s, and a biennial RETOLD production which explores a classic tale from the female perspective. Other projects include hosting research and development projects and productions arising from our learning programme.

Our received programme ranges from full weeks of touring drama and musical productions, to contemporary dance and comedy one-nighters. We host over 70 touring productions per year on the main stage and studio. Our studio houses a dynamic programme of contemporary theatre, comedy, and family theatre.

Over 100,000 people visit the theatre every year, making the most of our vibrant programme, and we participate in city-wide cultural initiatives such as Derby’s Cultural Education Partnership, Derby Feste and more.

It’s an exciting time to join Derby Theatre, as our Learning Theatre model goes from strength to strength, our national and local profile increases and the reach of our work extends into more and more communities.

**History**

The organisation builds on the producing theatre tradition established by its forerunner, Derby Playhouse, which operated on the same site from 1975 until 2008, when it went into administration under a different management company. In 2009 the University of Derby bought the theatre and established a new company to run it – University of Derby Theatre Ltd – and Derby Theatre was born. Under the leadership of Artistic Director and Chief Executive Sarah Brigham, the Learning Theatre Model was conceived and has subsequently continued to go from strength to strength.

**Derby Theatre’s Vision is:**

To engage, empower, inspire and enable the widest possible audience through transformational learning and theatre.

**JOB DESCRIPTION**

**Job title: Technician (Sound)**

**Responsible to: Technical Manager/Head of Lighting and Sound**

**Responsible for: Casual Staff**

**Key Relationships: Head of Production, Head of Stage, Technicians, Production Assistant, Company and Stage Manager, Stage Managers**

**Purpose of Post**

To assist the Technical team in achieving the highest standards in the delivery of technical requirements for Derby Theatre Productions and related projects.

**Duties**

**Departmental Responsibilities**

* To actively contribute to the effective operation of the Technical and Production department’s work
* Program and operate in house sound equipment, including Yamaha CL5 digital mixing desk, radio mics and other associated equipment
* To provide technical support on produced and received shows as well as all learning projects
* To be responsible for all sound equipment, including maintenance and annual inspections to comply with current Health and Safety legislation
* To assist the Technical Manager and Head of Lighting and Sound regarding compliance with all relevant Health and Safety procedures and statutory regulations
* To actively promote and understand the values and mission of the Learning Theatre, including delivering careers days, Young Technicians sessions and other aspects of the learning programme
* To provide the highest level of customer and audience care and service at all times
* To be responsible, when required, for the security of the building and equipment and carry out Duty Technician roles as required
* To assist the Technical team in the administration of incoming companies, touring venues and other organisations when required
* Provide support to technical team during fit-ups and get-outs
* To keep up to date with all current technical theatre equipment
* To assist the Technical team in keeping the workplace in a safe and tidy manner
* To lead and supervise casual staff as and when required
* To drive company vehicles as required

**General**

* To deputise in the absence of the Head of Lighting and Sound
* To take an active role in the team and staff as a whole, and to attend team, departmental or cross-organisation meetings as required
* To act always in the best interests of Derby Theatre, protecting intellectual property and confidential information at all times
* To carry out any other duties as may reasonably be required from time to time, commensurate with the level of the post
* We expect all Derby Theatre staff to work in a flexible manner to effectively deliver their role and in line with the policies, procedures and objectives of the company, including the Learning Theatre model, Equality and Diversity, and Sustainability
* The job description for this position may be reviewed and amended to incorporate the future needs of the department and the organisation

This job description is intended as a guide to the nature of the work required of this position, it is neither wholly comprehensive nor restrictive and is subject to review.

**TECHNICIAN (SOUND)**

**PERSON SPECIFICATION**

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| **Criteria** | **Essential/Desirable** | **Method of Assessment** |
| **Knowledge and Skills** |  |  |
| Ability to read technical drawings and rig accordingly | **Essential** | Application, interview |
| Full clean driving license | Desirable | Application |
| Trained and confident in working at height (including Tallescope / IPAF qualification) | Desirable | Application |
| Health and Safety knowledge (including portable appliance testing); first aid qualification | Desirable | Application, interview, task |
| **Experience** |  |  |
| Experience of programming Yamaha consoles | **Essential** | Application, interview, task |
| Experience of mixing several radio mics and/or live bands in a live theatre environment | **Essential** | Application, interview, task |
| Experience of programming Qlab | **Essential** | Application, interview, task |
| Experience of both produced and received theatre | **Essential** | Application, interview, task |
| Experience of ETC lighting desks | Desirable | Application, interview |
| Experience of single purchase counterweight flying | Desirable | Application, interview |
| **Personal Attributes** |  |  |
| Creative and resourceful in problem solving; Ability to remain calm in demanding situations | **Essential** | Application, interview, task |
| Ability to work effectively unsupervised or as part of the technical team, and demonstrate the ability to work with and support other departments | **Essential** | Application, interview |
| A willingness to support learners of different ages, including young people and students | **Essential** | Application, interview |
| Organised with good attention to detail, meeting deadlines and managing time effectively | **Essential** | Application, interview |
| Ability to work with a wide range of people | **Essential** | Application, interview |
| Ability to commit to Derby Theatre’s aims and objectives, especially equal opportunities | **Essential** | Application, interview |
| A flexible approach to working hours and practices (including evenings, weekends and bank holidays) and able to respond to changing demands in a dynamic environment; open to learning new skills | **Essential** | Application, interview |
| Able to use own initiative and implement new processes and procedures within the scope of the role | Desirable | Application, interview |

**MAIN TERMS & CONDITIONS OF SERVICE**

**Salary:** Up to £19,500 per annum (depending on experience)

**Hours:** 39 hours per week worked over 6 days

* To include evenings, weekends and Bank Holidays, as per rota
* TOIL, Overtime and TMA managed and paid in accordance with BECTU and the Derby Theatre House Agreement

**Holiday:** 32 days per annum, including Bank Holidays, rising in line with BECTU/TMA agreement.

**Pension:** Derby Theatre operates a contributory pension scheme provided by NEST

**Probation:** This post is subject to a six month probationary period

**Notice** One week during probationary period, one month thereafter

**Benefits:** Complimentary or discounted tickets to selected shows (non-transferable and subject to availability), childcare vouchers scheme, free travel on University of Derby buses, intu discount card offering discounts at a wide range of stores.

**Other Terms** In accordance with BECTU and the Derby Theatre House Agreement

**HOW TO APPLY**

* Visit our website www.derbytheatre.co.uk to download an application form and equal opportunities monitoring form (these are combined in one document). You must fill in this form to apply as no CVs will be accepted.
* Make sure you save your application form with the file name **including your name and the job title, e.g. Your Name – Job Title – Application form**
* Read our guide to ‘Applying for a job at Derby Theatre’ for information about the application process
* Email your completed application form and equal opportunities monitoring form to [jobs@derbytheatre.co.uk](mailto:jobs@derbytheatre.co.uk)

We positively encourage people with disabilities or from minority ethnic backgrounds to apply to join our teams as they are under-represented within Derby Theatre’s workforce. We guarantee to interview any candidate with a disability or from an ethnic minority background who meets the essential criteria for the role.

**Closing Date:** Monday 6th January 2020, 10am

**Interview Date:** Monday 13th January 2020

Start date February 2020