



Head of Sound (Technical Services)

Purpose of Role

The Head of Sound will form a part of the management team within our Technical Services division. You will be responsible for managing all aspects of the organisations theatrical and event sound as well as supporting the Head of Technical services in the wider delivery of the department's objectives.

You will play a key role in the organisation, helping to develop strong, effective and sustainable processes for the delivery of its charitable objectives.

Organisational relationships

Line Manager: Head of Technical Services.

Key Relationships: Artistic Director, Production Manager, Conferencing team, Music programmers.

Direct Reports: Sound Deputies. You will also supervise Technicians, Casual workers & Freelancers as required, for specific projects or processes.

External Relationships: Visiting designers, touring managers and technicians.

Location

Your principal location of work is Perth Theatre and Perth Concert Hall, Mill Street, Perth. You will be expected to work between both buildings and occasionally in other locations such as touring with productions and undertaking other projects off site.

Duties and Responsibilities

Management

- As part of the company management team, you will work to ensure that the organisation is delivering on its charitable objectives, annual targets within your own team and support all departments. You will actively support our learning & engagement program.
- You will support the Head of Technical services in ensuring the department is delivering on its objectives, as set by the Senior Management team, and that the department is operating in full compliance with legislation, company policies and industry good practice.
- You will support and develop your team to expand their skills and expertise, provide training to all members of the Technical Services team on Sound specialisms. In addition, you will support the wider development of the team.
- You will support the Head of Technical Services in ensuring that team availability meets the organisations needs and ensure that staffing is suitable for the upcoming program of work.



Specialist

- Keeping abreast of all industry developments, you will take the lead in ensuring that systems at our venues are up to date, functional, compliant and able to deliver on the organisation's objectives as well as artistic aims.
- You will ensure that all sound equipment is thoroughly maintained, compliant and ready for use as required.
- You will work with the Head of Technical Services, Head of Production and visiting designers to facilitate delivery of production requirements.
- You will use your skills to create suitable sound solutions for conferences, events and activities taking place throughout our program, and will design sound for main stage shows when required.
- You will support practical delivery sound requirements across the organisation, from rigging to programming, where senior level expertise or seasonal pressures demand.
- You will support the Head of Technical Services in maintaining and developing the organisational IT systems.
- You will share your skills with our community as a core of our Learning and Engagement program.

Technical Team

Alongside your colleagues in the technical team, you will support all aspects of the department's workload using your skills across all disciplines to deliver the company program of work.

Health and Safety

You will keep up to date with current H&S regulations relevant to the industry and any changes. You will ensure that a safe working environment and all safe practices are adhered to, including house polices, SSOW and compliance with statutory obligations, maintaining suitable records.

You will risk-assess your areas of work and ensure that all hazards are identified suitably and effectively controlled. You will also support deputies in your team to assess their projects.

Responsibilities of all staff

To be aware of the work of other departments in the delivery of the company's charitable objectives. You will take an active part in communicating and co-operating with other staff and departments, contribute to an enthusiastic, positive work-climate within the organisation and take an active part in achieving high standards of customer and client care.

You will attend team meetings and all internal and external meetings as required, following all Horsecross guidelines, procedures and policies and work in accordance with the Equality & Diversity Policy of Horsecross.

You will undertake other duties as may be reasonably required by the organisation.



Person Specification

You will be a highly motivated, experienced, and creative professional. You will have significant experience of delivering sound production in a live environment and be adept at working with a range of creative individuals to assess and deliver on their needs.

You will lead the sound team with passion and attention to detail, ensuring that all members, and the wider technical team, are competent to support the delivery of sound throughout our venues.

Your background may be in theatre or live events or a mixture of both, and you will bring with you a desire to deliver exemplar production standards across various genres, styles and disciplines of work.

Most of all you will bring your enthusiasm for live sound production and the performing arts.

We are looking for a strong track record and skills in the following areas:

Essential Experience

- A qualification in sound production, other suitable qualification or demonstrable experience
- At least 5 years' experience in a sound production role in a theatre, concert hall or similar performance environment
- Experience of sound design for theatre
- Experience of both system design, specification and operation in a live environment
- A clear understanding of the role and function of a sound department within both producing theatre and receiving house environment.
- An excellent working knowledge of production sound systems including, *Yamaha, Dante, Symmetrics, Qsys, Q-Lab*
- Excellent management skills preferably gained in a theatrical environment, with the ability to manage both a fixed permanent team and changing project teams and motivate them to achieve results.
- Outstanding communication skills, with experience of tailoring messages to targeted audiences
- Excellent understanding of both Microsoft and Apple systems
- Understanding of Health and Safety in live production
- Experience and willingness to teach others, including young people, about the role of sound in production
- Ability to carry out manual tasks and work at height

Desirable Experience

- IPAF Qualification
- Electrical Inservice & Inspection qualification
- Networking training or qualifications.
- Experience with network switching, routing and security.
- Rigging qualification.
- Experience of OSC programming.
- Competent with Stage Lighting and AV
- Driving Licence.



Terms and Conditions

Salary: £29,000 p.a

Annual salary will be paid in monthly instalments. You will be paid monthly by bank credit transfer on the last working day of the month.

Evening and weekend work are a requirement of the post and no infringement payments will be made.

Hours of Work:

You will work an average of 39hrs per week, this will be annualised at 2,028hrs per year. The year runs from 1st April – 31st March.

Any shortfall in hours or additional hours will be carried forward to the following year.

Core Hours

Any hours worked between 8am and Midnight up to 10hrs a day.
Up to 5 consecutive days.

These hours will accrue to your total at x1 time.

Infringement hours

Any call on a 6th consecutive day,
Any hours greater than 10hrs in a day,
Any missed meal break,

These hours will accrue to your total at 1.5x

Any call on a 7th consecutive day
Any call on a nominated public holiday
Any hours between midnight and 8am
Any infringement of your 11hr overnight rest period
These hours will accrue to your total at 2x.

Holidays

Holiday entitlement is a total of 30 days including 4 recognised Public Holidays (25,26 December; 1,2 January)

Pension

The Company operates auto-enrolment and has a Pension Scheme in place. We will comply with legislation around auto-enrolment including opt-in and opt-out arrangements.

Probation

This role is subject to 6 months' probation.

Notice

During probation notice will be 1 week, and after the successful completion of probation notice shall be 8weeks.

