**Technician (Lighting & Electrics) (20623-0523)**

Permanent, full-time position. Rota: 36.5 hours per week.

Warwick Arts Centre sits at the heart of a university campus and alongside a busy and wide-ranging artistic programme we manage and deliver graduation and conference events for the university. We are an integral part of the regional arts ecology, work closely with our local community, and aim to reflect that community in all that we do.

Over the past 2 years, we have completed and opened a new building and restated our vision and values. Due to these changes, we have invested in our people and wish to expand our teams, so this is an exciting time to join us.

We are looking for a Technician (Lighting & Electrics) to work as part of a collaborative, multi-skilled, customer focussed team and deliver technical services across all areas specialising in lighting and electrics, with a knowledge of either technical stage management, sound, or projection/AV as it relates to performing arts.

We believe that the arts are an extraordinary source of wisdom, support, connection, understanding, joy, and inspiration for every one of us. It’s our job to bring art into more people’s lives and the Technician (Lighting and Electrics) will contribute to this by supporting the safe delivery of events on and off site.

**Job Description**

**JOB PURPOSE**

To work across all areas of Warwick Arts Centre to provide lighting, technical stage management, audio, lighting, and AV support but specialising in technical stage operations as it relates to performing arts.

To ensure the highest standards of technical presentation for all events, whilst being aware of Health and Safety legislation and general requirements associated with premises Licensed for public entertainment.

**DUTIES AND RESPONSIBILITIES**

• To undertake and where necessary, organise and supervise the installation, rigging and operation of all lighting and electrical systems to create lighting rigs for all users of events at Warwick Arts Centre.

• To assist with and supervise the staging of in-house, visiting and co-productions including theatre, dance, music, comedy and film, visual arts, conferences and commercial events within the Arts Centre and associated venues.

• To assist with the staging and audio-visual presentation of conferences and commercial productions.

• To undertake rigging and operation of powered and manual lifting / rigging systems including counterweight flying systems.

• To rig, focus and operate lighting and sound equipment for all venues and performances spaces at Warwick Arts Centre and be able to fault find and rectify any issues that may arise.

• To work across all technical disciplines, operating and assisting with electrics, sound, scenic workshop, gallery, and any other technical activities as required.

• To screen digital projections and 35mm film, carry out associated maintenance, repair and administrative Cinema duties as required.

• To work independently as necessary and on occasion deputise for the Head of Lighting and Electrics.

• To support visual arts/exhibition activity as required.

**Health and safety**

• To be aware of, and adhere to, current Health and Safety legislation and general requirements associated with premises Licensed for public entertainment whilst on duty and to assist in ensuring the safety and security of Warwick Arts Centre, its staff, users, and members of the public at all times.

• To assist with, or undertake, risk assessments and safety inspections for events and activities.

• To assist with the timely maintenance of all equipment associated with the stage, auditorium, and rehearsal/hire spaces and to assist with the inspection of all installations and equipment to ensure compliance with current legislation and licensing requirements.

• To assist the Technical Manager or their representative as required with the preparation of production facilities and services to the standard deemed necessary for any event or activity.

• To ensure the proper use, care, and maintenance of all relevant Arts Centre technical equipment.

**General**

• To be a competent IT user able to use and quickly learn different systems and packages including excel, word, CAD packages and specialist theatre software.

• To keep up to date with technological developments in the Technical Theatre and performance industry and advise on their suitability for use at Warwick Arts Centre.

• To work as required unsociable hours including overnight, weekends, customary and statutory days.

• Any other duties commensurate with the grade of the role.

• To be an ambassador for WAC, its vision and mission, and to provide excellent customer experience to all staff, users, and visitors.

• To lead by example and identify and promote best practise and to undertake any training as required by the post.

• To drive vehicles as appropriate, subject to complying with the conditions of the University's motor insurance policy.

• To be a proactive, positive, willing, and flexible member of the team supporting Warwick Arts Centre meet its objectives and vision.

• To understand, adhere to and promote University of Warwick and Warwick Arts Centre policies and procedures.

**Person Specification**

**The Person Specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively. This is measured by (a) Application Form, (b) Test/Exercise, (c) Interview, (d) Presentation.**

**Essential Criteria 1**

Educated to GCSE or equivalent level or to have a demonstrable level of similar qualification or equivalent experience. (a,c)

**Essential Criteria 2**

Previous professional experience in a similar role in technical theatre. (a,c)

**Essential Criteria 3**

Professional experience in stage lighting of rigging/installing/operating systems including control systems with both generic & intelligent fixtures, experience of DMX networks, dimming & switch mode power systems, working with 3-phase supply. (a,c)

**Essential Criteria 4**

Professional experience of providing at least one of: live digital & AV technologies; technical stage management inc rigging of lifting equipment & counterweight flying; digital sound desk installation & operation; cinema projection; theatre (continued)

**Essential Criteria 5**

(Essential 4 continued) carpentry (a,c)

**Essential Criteria 6**

Experience of supervision of casuals, freelancers, students, visiting technical staff as required, external contractors (a,c)

**Essential Criteria 7**

The ability to maintain a flexible and creative approach with artistic sensitivity (a,c)

**Essential Criteria 8**

Proven excellent interpersonal and customer service skills. (a,c)

**Essential Criteria 9**

A proven ability to work on own initiative to solve problems in venues (a,c)

**Essential Criteria 10**

An awareness of Health and Safety in the workplace including but not limited to manual handling, LOLER or PUWER, COSHH, Noise at work (a,c)

**Essential Criteria 11**

Good IT skills - Mac & Windows. (a,c)

**Essential Criteria 12**

The ability to work long, unsocial hours. Working at height, with low light, manual handling and trip hazards in a sometimes dirty, noisy environment & night working. (a,c).

**Desirable Criteria 1**

Industry / electrical / Health and Safety qualification. (a,c)

**Desirable Criteria 2**

Previous professional experience in a multi auditoria environment. (a,c)

**Desirable Criteria 3**

Competent in CAD packages. (a,c)

**Desirable Criteria 4**

Proven relevant vocational CPD training e.g. ABTT awards, PLASA rigging, IPAF, MEWP training. (a,c)

**Further Particulars**

For further information about the University of Warwick, please read our [University Further Particulars](http://www2.warwick.ac.uk/about).

For further information about the department, please visit the [departmental website](https://www.warwickartscentre.co.uk/current-vacancies/).

Warwick is committed to building an organisation of mutual respect and dignity, promoting a welcoming, diverse, and inclusive working and learning environment. We recognise that everyone is different in a variety of visible and non-visible ways, and that those differences are to be recognised, respected, and valued. Where possible, we go beyond legislation to provide a place where everyone can thrive, supporting all staff to achieve their full potential. We aspire to remove economic, social and cultural barriers that may otherwise prevent people from succeeding.

We therefore welcome and encourage applications from all communities regardless of culture, background, age, disability, sex/gender, gender identity or expression, ethnicity, religion/belief, or sexual or romantic orientation. To find out more about our social inclusion work at Warwick visit our webpages [here](https://warwick.ac.uk/services/socialinclusion/).

The University of Warwick holds an Athena SWAN Silver award; a national initiative to promote gender equality for all staff and students. Further information about the work of the University in relation to Athena SWAN can be found at the following link: [Athena Swan (warwick.ac.uk)](https://warwick.ac.uk/services/equalops/learnmore/chartermarks/athena/)

The University of Warwick is one of the six founder institutions of the [EUTOPIA European University alliance](https://eutopia-university.eu/), whose aim is to become by 2025 an open, multicultural, confederated operation of connected campuses.

**Right to work in the UK**

If you do not yet have the right to work in the UK and/or are seeking sponsorship for a Skilled Worker visa in the UK points-based immigration system please click on this [link](http://www2.warwick.ac.uk/services/humanresources/vacancies/righttowork#anchor/) which contains further information about obtaining right to work in the UK and details about eligibility for sponsorship for a Skilled Worker Visa.

**Benefits and Rewards**

Please refer to this link for a full list of our employee benefits here at Warwick [here](https://warwick.ac.uk/services/humanresources/internal/rewardandbenefits/).

**Recruitment of Ex-Offenders Policy**

As an organisation using the (DBS) Disclosure and Barring Service to assess applicants’ suitability for positions of trust, the University of Warwick complies with the DBS Code of Practice and undertakes not to discriminate unfairly against any subject of a Disclosure on the basis of a conviction or other information revealed. More information is available on the University’s Vacancy pages and applicants may request a copy of the DBS Code of Practice.

**Closing Date**