

Criterion Theatre Trust



Currently seeking:

Head of Electrics

Join the LX Team at the Criterion Theatre Trust.

We're currently looking for a **Head of Electrics** to join our LX team. This is an exceptional opportunity to lead and shape the electrics function within a busy West End theatre, overseeing all lighting operations and providing strategic and operational support to the wider Technical and Theatre Operations teams.

WELCOME TO THE CRITERION THEATRE TRUST



Thank you for your interest in joining The Criterion Theatre as Head of Electrics.

Since 1874, the Criterion has stood at the heart of London's West End—an intimate, historic venue that has delighted audiences for generations. From our remarkable productions to our beautifully preserved auditorium, the experience we offer begins the moment a guest walks through our doors.

As Managing Director of The Criterion Trust, I'm incredibly proud of the warm, professional, and welcoming environment we've cultivated—both on stage and off. Each team plays a vital role in bringing the theatre to life for every guest who walks through our doors.

Join a theatre with history, heart, and high standards as **Head of Electrics**. In this senior, hands-on role, you will lead and oversee the theatre's electrics and lighting operations, manage and mentor the LX team, maintain and troubleshoot equipment, and ensure all performances run safely and smoothly. This is a key leadership position offering the opportunity to shape technical standards, implement best practices, and contribute to the ongoing success of a busy West End theatre.

We're looking for someone proactive, confident, and adaptable, with extensive experience in high-paced productions, lighting operation and maintenance, and a thorough understanding of health and safety. If you thrive on problem-solving and enjoy working in a dynamic, live theatre environment, this role could be your next career step.

Welcome to The Criterion Theatre Trust!

Kind regards,

Fiona Callaghan

Managing

Director

ABOUT THE CRITERION

Nestled in the heart of London's West End, The Criterion Theatre has been a beacon of theatrical excellence since 1874. As custodians of this iconic space, The Criterion Trust is committed to preserving its rich legacy while ensuring it continues to inspire generations to come.

An Iconic West End Stage

- Located in the heart of Piccadilly Circus
- A Grade II* listed building with a unique underground auditorium with 590 seats and two bars
- A platform for bold new voices and acclaimed international work
- Home to long-running successes, from comedies to classics
- Committed to broadening engagement with the arts—through community outreach, education initiatives, and opportunities for emerging talent to develop and perform on the Criterion stage

Whether launching a debut play or hosting renowned productions, The Criterion remains one of London's most beloved venues.

OUR VISION

To be a celebrated centre of theatrical excellence, bringing unforgettable live performances to diverse audiences and nurturing a vibrant, inclusive community of theatre professionals.

OUR MISSION

To preserve and celebrate the rich heritage of the Criterion Theatre, while fostering artistic innovation and providing exceptional opportunities for talent development, audience engagement, and community connection.

OUR VALUES

Heritage | Excellence | Inclusivity | Creativity | Collaboration



WE ARE THE CRITERION THEATRE TRUST



THE TRUST

Founded in 1992, The Criterion Theatre Trust is a charitable organisation established to preserve the integrity and purpose of the historic Criterion Theatre. The Trust oversees the care, programming ethos, and long-term vision of this treasured West End venue.

Governed by a dedicated Board of Trustees, the Trust is responsible for the theatre's preservation, creative direction, and continued cultural relevance. Beyond maintaining the fabric of the building, the Trust is committed to enriching the wider arts landscape—championing community outreach, education initiatives, and providing opportunities for emerging talent to grow and perform on the Criterion stage.

All profits from theatre operations are reinvested into maintaining the building, improving sustainability, and supporting the Trust's wider engagement work, ensuring the Criterion remains a vibrant, accessible space for generations to come.

OUR ORGANISATION AND CULTURE

The Criterion Theatre Trust is a close-knit organisation with a dedicated team of around **40 employees** across all departments. We operate with a flat hierarchy that fosters open communication and collaboration at every level—from the Managing Director, through Departmental Heads and Deputy Heads, to Managers, Assistants, Trainees and our Front of House team.

This structure creates a supportive environment where ideas and feedback are encouraged, helping us maintain a positive and inclusive workplace culture that allows individuals to learn and grow. We support personal interests and offer opportunities for funded training to help our team develop their skills.

The Criterion is a vibrant and welcoming venue, regularly hosting new show runs and welcoming a diverse range of artists and visitors. We are committed to ensuring that everyone who comes through our doors feels included, valued, and part of our creative community. Sustainability is also a key priority for us, and we continually strive to reduce our environmental impact through responsible practices across all areas of our work.

We are also committed to fair and professional employment practices, adhering to the **SOLT/BECTU Agreement**, ensuring clear and equitable working standards for all. Our passionate team is united by a genuine appreciation for theatre and a shared desire to create memorable experiences for both artists and audiences.

Terms and Conditions

POST

Head of Electrics

REPORTING INTO

Managing Director

RESPONSIBLE FOR:

Deputy Head of Electrics, show and casual staff

CONTRACT TYPE

Permanent Position

START DATE

As soon as possible

HOURS

40 hours a week over five days: day, evening and weekend shifts. Overtime as operationally required.

LOCATION

Criterion Theatre, Piccadilly Circus, London

SALARY

SOLT/BECTU Grade 1: £22.98 per hour plus overtime where applicable

OTHER BENEFITS

- 20 days paid annual leave plus bank holidays
- Off-site and cross-department training opportunities
- Employee Assistance Programme – confidential wellbeing and mental health support
- Auto-enrolment pension contributions & salary sacrifice scheme

Application Process



APPLICATION

We're excited to welcome a new Head of Electrics to our team!

To apply, please send:

- Your CV
- A short personal statement (about 300 words) telling us a little about yourself, why you're interested, what you can bring to the role, and what you hope to gain.

Email your application to: recruitment@criterion-theatre.co.uk with the subject line: Head of Electrics Application – Your Name

CLOSING DATE:

Sunday, 8th March 2026

INTERVIEWS

There will be a two-stage interview process, with first-round interviews taking place on the 12th/13th March 2026

START DATE

Beginning April 2026 or as soon as possible

If you have any questions or need this information in another format, please contact Aileen Zainiuddin via email aileen@criterion-theatre.co.uk or phone 020 7839 8811— we're happy to help.

We are proud to be an equal opportunities employer and committed to creating a welcoming, inclusive environment where everyone is treated with respect and fairness. We warmly encourage applications from people of all backgrounds and experiences.

JOB DESCRIPTION

ABOUT THE ROLE

The Head of Electrics is responsible for the stage sound and lighting and the realisation of technical services for all performances and events within agreed schedules and budgets. They also take responsibility, working closely with the Technical and Buildings Manager, to ensure the upkeep and maintenance of the building to a high standard working alongside other departments and with external contractors as appropriate.

IN DOING SO, YOU WILL:

- Comply with Health & Safety regulations.
- Comply with all licensing and building regulations.
- Comply with all company policies and codes of practice.
- Minimise the Trust's environmental impact and promote sustainability.

Main Responsibilities

Production

- Liaise with incoming design, production, technical staff and suppliers as appropriate to ensure all technical requirements are met for all productions and individual events.
- Liaise with management and other technical departments to ensure smooth running of get-ins and get-outs including approval of staff scheduling and budgetary controls.
- Liaise with staff and visiting company to ensure the smooth running of performances.
- Arrange for, and liaise with, additional technical support staff where necessary.
- Supervisions of fit-ups inc.: lighting and sound.
- Supervision of the rigging, focus, plot and operation of lighting and sound. To operate lighting and sound on performances as required.

Building & Maintenance

- Ensure that the requirements of health and safety legislation and company policy, fire risk assessments and licensing regulations are adhered to at all times.
- Ensure the electrical installations of the building and electrical equipment within it is maintained, including the arrangement of independent inspection and certification.
- Ensure regular inspections of the building are carried out, liaising with relevant departments and management, action maintenance works as necessary.
- Working closely with the Technical and Buildings Manager, implement restoration and major maintenance projects relevant to the department and assist in those led by other department heads.
- Liaise with external contractors, supervising when required, and ensure safe working practices are adhered to at all times.
- Ensure all electrical equipment is maintained to approved legislative standards.
- Maintain appropriate documentation and records of maintenance.
- Responsible for purchasing and maintaining adequate levels of stock for the department.
- Maintain plumbing within the building, engaging external contractors if required.



JOB DESCRIPTION



Management & Administration

- Interviewing and induction of new staff to the department in liaison with the Technical and Buildings Manager and the Managing Director.
- Supervise and assist all Electrics department staff in the performance of their duties.
- Responsible for determining the staffing rota for the department in liaison with the Technical and Buildings Manager. Supplying weekly timesheets and holiday requests to management.
- To ensure department staff and crew are fully up to date with electrical procedures and working practices and that they are fully trained to work in the venue.
- Working with the Technical and Building Manager, sourcing and purchasing materials and equipment necessary for the maintenance of the building, installation and department.
- Ensuring that all expenditure is pre-approved and all paperwork is completed.
- Ensuring health & safety requirements are met and maintaining adequate records and documentation.
- Carry out appraisals and probationary reviews of departmental staff and in so doing, identify, assess and implement staff training requirements.

Additional Duties

- Attend as duty electrician cover during the day and performance hours. Cover rostered with the Deputy Head of Electrics.
- Provide first aid cover.
- Act as building key holder as and when required.
- Support additional Trust activities including but not limited to Creative New Writing programmes and Technical Skills Workshops.

You will have

ESSENTIAL

- Professional theatre experience in lighting, sound and building electrics
- Computer literate, including competency in Word, Excel and Outlook
- Knowledge of health and safety procedures and experience in carrying out method statements and risk assessments
- Experience with maintenance, programming and operation of automated fixtures
- Experience in ETC (ION) lighting consoles and networking
- Experience of working at height and access equipment training
- Demonstrable ability to work as part of a team and under own initiative
- Previous line management experience
- A commitment to customer care and a welcoming personality
- An attention to detail, good time management with the ability to meet deadlines and work under pressure
- Provide a positive, hands-on attitude to the job with an ability to demonstrate creative and flexible problem-solving skills
- Good written and oral communication skills

DESIRABLE

- A relevant electrical installation qualification
- Experience with design software (CAD, Vectorworks) and computer networking
- Basic sound knowledge, including setting up small systems and playback
- Health and safety qualification
- First aid at work qualification



OTHER INFORMATION



Our Commitment to Equality, Diversity & Inclusion (EDI)

The Criterion Theatre Trust is an equal opportunities employer. We are committed to fostering a culture where equality, diversity and inclusion are not only respected but actively celebrated. We believe that a wide range of lived experiences, voices and perspectives enriches our organisation and the work we do.

We particularly encourage applications from individuals who are underrepresented in the arts and cultural sector, including but not limited to: people from Global Majority backgrounds, people with disabilities, LGBTQIA+ communities, and those from underrepresented socio-economic backgrounds.

Recruitment and Selection

All recruitment and selection processes at the Criterion Theatre Trust are conducted in a fair, transparent, and inclusive manner. Our aim is to select the best candidate for the role based on merit, skills and potential, while ensuring no applicant is treated less favourably due to protected characteristics such as age, disability, gender identity, sexual orientation, race, religion or belief. Applications are anonymised wherever possible during the shortlisting stage, and we make reasonable adjustments to support applicants with access needs through every stage of the recruitment process.

London Living Wage Employer

We are proud to be a London Living Wage employer, committed to ensuring all our employees receive a fair and sustainable wage that reflects the true cost of living in London.



Right to Work in the UK

All applicants must have the legal right to work in the UK. You will be required to provide documentation confirming your eligibility before any offer of employment can be finalised. Unfortunately, we are unable to sponsor visa applications for this role.

Disclosure and Barring Service (DBS)

For certain roles, particularly those involving regular contact with children, young people or vulnerable adults, we are required to carry out a Disclosure and Barring Service (DBS) check. Where this is a requirement of the role, it will be clearly stated in the job description or person specification. Any offer of employment for such roles will be subject to a satisfactory DBS check.

Find Out More

To learn more about the Criterion Theatre, our values, our current productions, and the history of our venue, please visit our website:

<https://www.criterion-theatre.co.uk/>

Thank you for your interest

Becoming part of The Criterion Trust means joining a legacy. It means shaping the stage where stories come alive – stories that uplift, challenge, and connect. If this excites you, we'd love to hear from you.