

RECRUITMENT PACK



factory
international



DEPUTY HEAD OF RIGGING

Factory International is the organisation behind Manchester International Festival (MIF) and the landmark new cultural space, Aviva Studios – helping to put Manchester on the map as a world-leading destination for art.

Producing an ambitious year-round programme of original work and one-of-a-kind events, Factory International builds on the magic of MIF – hosting the Festival every other year at its new home and venues across Greater Manchester.

Rooted in the city, Factory International creates space for the world's most exciting artists to invent tomorrow together, while supporting next generation of local talent into the creative industries. It will be a place to come together, to create, invent and play!

Want to join us?

At Factory International we'll be:

- Finding new ways to think about, bring to life and distribute our work
- Offering opportunities for employment, training and learning across the region
- Establishing an open, far-reaching and sustainable space for exploration – loved locally and celebrated worldwide

So it's official: we are shooting for the stars. **Can you help us by joining as our Deputy Head of Rigging?**

At Factory International we have a simple but ambitious vision: **To Invent Tomorrow Together.**

Our Mission - Through art, music and culture, in digital and physical space, our mission is to create the meeting points between imagined futures and real lives.

We believe in being open, inventive, equitable, determined and international. These are the values we embody through the work we do and how we do it – representing Greater Manchester and making Factory International a great place to work too.

Front cover photo: Benji Reid: *Find Your Eyes*, May 2025 © Benji Reid

Image: Marina Abramović: *Balkan Erotic Epic* rehearsals, October 2025 © Marco Anelli



EQUITY AND INCLUSION

Factory International is grounded in our city and engages with the world. We aim to reflect the great diversity of Manchester, and our planet, in all aspects of our work – artists, audiences, staff, participants, board members, and partner companies. We invite and welcome input on how we can do this effectively from the many individuals and communities with whom we aim to work in ever more exciting ways.



John McGrath
Artistic Director and Chief Executive,
Factory International

As of Apr 2026, we have 183 staff – of which 24% are from Global majority backgrounds, 19% declared themselves as having a disability and 33% identified as LGBTQI+.

We are continually reviewing recruitment processes and our internal support for all employees as part of our ongoing commitment to diversifying the workforce in the creative industries.

Factory International has a detailed Equalities Action Plan, which includes an Equalities Working Group, reporting to Executive and Board, and sub-groups with specific communities, including Diasporic Equality & Equity Group, Pride (LGBTQI+) Group, Disability Representation Group, Gender Equality Group and Socio-Economic Mobility Group.

Deputy Head of Rigging

Reports to	Head of Rigging & Automation
Responsible for	Relevant Technical departments, incl. core teams, casual and freelance pools
Salary	£35,015 per annum
Contract	Permanent
Location	Manchester
Hours	40 hours per week <i>(this is 8 working hours + one-hour unpaid lunch break eg 9am-6pm, 12-9pm)</i>
Closing Date	18 May 2026

JOB SUMMARY

We're looking for a Deputy Head of Rigging & Automation to help artists and creatives from all artforms stretch the realms of possibility, creating works of ambition and scale. Our new multi-artform venue uses flexible spaces, providing a wide range of possibilities and includes a fully-walkable grid with rolling beams and grid stands to make a welcoming environment to work in and to allow points to be rigged across the entire venue space.

Our stock of in-house equipment includes around 200 Liftket hoists, including a stock of Kinesys Apex Hoists, running on Tait epiQ consoles. Unusual Rigging have provided custom 22m long portable flying bars in pairs, along with Revolution 2 winch assemblies, Apex Drive V2 units and LibraCell load monitoring shackles. House trussing is supplied by Total Solutions Group and incorporates over 3km of different truss sections.

You will support a core department of 4 with a Head, Deputy and three in-house riggers, along with a wider pool of casual and freelance technicians.

We are looking for expertise from all artforms; visual and performing arts, live music, theatre, exhibitions, corporate events and beyond. The Deputy Head of Rigging will work with, and support, other technical teams and wider Factory International teams to ensure that all of our spaces, events, and shows are delivered to an exceptional standard.

We're looking for people who are good communicators, enthusiastic, with the ability to work with a variety of people, and who want to be part of something new and unique. Factory International is a place to be proud of your background, your experience and your expertise, while also providing the opportunity to learn and develop new skills.



RESPONSIBILITIES

- Support the head of department in the line management and day-to-day deployment of the in-house rigging team
- Oversee the deployment and operation of all aspects of Factory International's Rigging and Automation equipment
- Work with other technical departments to organise the smooth running of the get ins, show runs, and get outs, and ensuring that these are carried out in accordance with current Health & Safety legislation and Environmental Good Practice
- Oversee production rigging and automation within the creation and delivery of artworks, concerts, shows, and events; including truss and temporary structures. This extends to performer flying and working at height including rescue
- Liaise with visiting technical departments, ensuring their requirements are met, they are compliant with Factory policies and there is maximum exploitation of the commercial contract
- Cover the position of Technical Duty Manager on a rota basis and manage other technical departments in the absence of the relevant manager. Provide advice to all other users of the venue with regard to the safe and proper use of technical and stage equipment with specific emphasis on rigging
- Assist in the planning and delivery of an effective programme of maintenance (inc Planned Preventative Maintenance), housekeeping, stock control and testing for all appliances and performance related equipment in the building
- In conjunction with other departments, develop and maintain up-to-date Standard Operating Procedures

General

- Actively engaging with the organisation's vision and policies regarding equality, representation and inclusion, artistic ambition, participation and engagement, health and safety, sustainability, reporting evaluation and monitoring
- Training and talent development is central to the way that Factory International work. All job roles are expected to contribute to our training and development activity, contributing time to supporting our training programmes on site and occasionally off site
- Any other duties that are commensurate with the post



FUTURE FLEXIBILITY

Factory International is currently undergoing a significant period of organisational change as we grow and develop to operate the venue. Any new appointees will be required to show a flexible approach to this process – which may involve revisions around job description, titles, roles and departmental structures



PERSON SPECIFICATION

ESSENTIAL

- Proven experience of entertainment rigging or automation in one or more art form (live music, theatre, performance art, etc), preferably in a producing environment
- Advanced knowledge of rigging practices and techniques with the ability to create, read, and provide constructive feedback on rigging plots
- Strong working knowledge of various rigging equipment and automation systems
- Experience of managing teams with demonstrable leadership and supervisory skills
- Ability to work well under pressure and to prioritise competing workload demands
- Knowledge of technical drawing programs such as AutoCAD or Vector Works
- Comfortable working at height
- Experience of Health & Safety practice and procedures including Risk Assessments
- Commitment to championing representation and inclusion at every level of the organisation with a proven ability to work with people from a wide range of backgrounds

DESIRABLE

- NRC rigging qualification or equivalent
- Advanced user of AutoCAD or Vectorworks with the ability to create plans
- A practical knowledge of LOLER, PUWER and other relevant Health and Safety regulations working within a large receiving venue
- IPAF, MEWP, PASMA
- Experience of co-production/collaboration on projects with a variety of partners and stakeholders
- Good understanding of statutory regulations governing venues such as the Working Time Directive
- Experience of developing a working at height rescue plan
- Enthusiasm for training, mentoring and support of emerging talent



TERMS AND CONDITIONS

FLEXIBILITY

Factory International has a wide range of projects happening at differing times, with many of our roles requiring some capacity to work outside of usual office hours. This is taken into consideration when designing job descriptions and setting salaries.

We aim to support all staff to work flexibly and according to their capacity and work closely with staff members to ensure a manageable workload.

PROBATION

There will be a three-month probationary period for this position, during which your notice period will be one week. The notice period will increase to two months once the probationary period is complete.

STAFF BENEFITS

- Annual leave entitlement is 25 days a year plus public holidays (pro rata dependent on hours of work)
- Pension: Auto enrollment begins three months after start date and payments are matched for the first 5% of employee's contribution
- Factory International offers a travel loan scheme and cycle to work scheme via salary sacrifice
- All employees have access to an Employee Assistance programme operated by [Medicash](#)
- Medicash Health Plan: auto enrolment begins after three months service for all eligible employees
- We are committed to supporting employees with their personal development, regularly offering organisation-wide training such as Carbon Literacy, BSL or Mental Health First Aid, along with department specific and individual training opportunities
- Factory International have a Staff Development Fund - £200pa accessible to eligible employees who have passed their probation - for tickets, events, training, or development opportunities

During recruitment, the selection panel will be shortlisting based on what qualities, skills and experience you may bring to the role. The attached job description is an overview of the type of work the successful candidate will undertake and is not an exhaustive list.



GUIDANCE FOR APPLICANTS

Factory International is committed to equality for everyone and we encourage you to apply no matter what your age, caring responsibilities, disability, gender, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief and sexual orientation.

Factory International is an inclusive employer. We value difference and recruit by merit based on fair and open competition. We welcome candidates from all backgrounds and from all sectors.

We are particularly committed to supporting applications from individuals with backgrounds or social groups that are currently underrepresented in the creative industries – including those within South Asian communities, African and Caribbean communities and Deaf and disabled people, as well as individuals from lower socio-economic backgrounds. We will support any access requirements you may have during the recruitment process and ensure that reasonable adjustments are in place as required by the Single Equality Act 2010. If you require any access support or require further information (including requests for printed forms or access support), please inform us via recruitment@factoryinternational.org Examples of reasonable adjustments could include;

- Extra time to complete assessments
- Ability to make notes or print information
- Informing (with consent) other participants that someone with sight loss would not be able to see them in group assessment so they would need to consciously include them in the discussion
- Providing information about the panel members and room in advance (e.g. names, photos, image of the room)

The shortlisting process may vary depending on the requirements and nature of the role, but in most cases, you will be asked to respond to a series of questions based on the responsibilities and person specification of the role. These questions will be reviewed and scored by the recruitment panel on a 1–5-star basis to help shortlist. With additional skills, experience and positive action approaches to be considered as appropriate.

As part of Factory International's commitment to being a Disability Confident employer, we aim for all disabled applicants who meet the essential criteria for a job vacancy to be interviewed, please refer below on clarification when this may not be possible. To be considered under the Guaranteed Interview Scheme, applicants will need to declare that they have a disability.

It is important to note that there may be occasions where it is not practicable or appropriate to interview all disabled people who meet the minimum criteria for the job. In certain recruitment situations such as high-volume, seasonal and high-peak times, the employer may wish to limit the overall numbers of interviews offered to both disabled people and non-disabled people.

Factory International are committed to safeguarding and protecting the people that use our facilities, engage in our activities and events, creating a setting where everyone feels welcome and safe. Where roles are subject to a safer recruitment process this will include scrutiny of employment or training history (where relevant), robust referencing and may include a check on criminal record history if the role involves contact with children, young people or adults at risk. This is in line with our DBS & Ex-Offenders Policy and the Rehabilitation of Offenders Act 1974.

