

J O B D E S C R I P T I O N

JOB TITLE:	Technician
LOCATION:	Winter Gardens
HOURS OF WORK:	Annualised contract based on 20 hours per week
RESPONSIBLE TO:	Technical Manager

Blackpool Entertainment Company Limited (BECL) is a wholly owned arm's length management organisation and was formed in June 2014 to manage and operate the Winter Gardens on behalf of Blackpool Council

The Blackpool Conference and Exhibition Centre (BCEC) will open in 2021 and will be a purpose built centre with state of the art facilities for the 21st Century located adjacent to Leopold Grove within the Winter Gardens complex. The addition of this facility marks a step change in the development of the Winter Gardens and Blackpool as a whole.

Job Purpose

To assist in the day to day operation of the Winter Gardens technical department. In this multi-faceted role the successful candidate will undertake a variety of duties and provide assistance as and when required to ensure the smooth running of shows, conferences and events.

Main duties and responsibilities:

- The primary role of the post is to work within, and ensure the safe and efficient working of the performance spaces of the Winter Gardens.
- Work on shows and events as scheduled, and to operate stage, lighting and sound equipment as and when required.
- To be responsible for the safe and efficient running of all get-ins, fit ups and get outs in conjunction with the Technical Manager and visiting producers and event organisers.
- Work with the Technical Manager to ensure that the correct equipment is prepared and supplied for incoming and in house productions, as requested.
- Work with the Technical Manager and colleagues to ensure all lifting equipment, stage equipment and machinery are in good and safe working order.
- Ensure the correct and safe usage of all lifting and stage machinery, lighting and sound equipment at all times and to inform the Technical Manager of any defect or fault that occurs and ensure that corrective action is taken as soon as possible.

- Assist the Technical Manager in ensuring that all Health & Safety legislation relating to the stage and its equipment is observed and that all crew are aware of all requirements and safety procedures.
- Ensure that all incoming companies and crews are fully aware of the fire procedures and other emergency procedures and that their full compliance is observed.
- Carry out an ongoing programme of risk assessments.
- Ensure high standards of housekeeping are maintained in all working area.
- Take responsibility for developing and improving skills in the correct and efficient operation of all equipment maintained by the Department, and to inform the Technical Manager of any requirements for further training, necessary equipment or assistance.
- To undertake opening up procedures closing down duties as required, and act as Duty Manager if so requested.
- To undertake any reasonable duties as may be required by the Technical Manager or Duty Manager.

Fly floors:

The successful applicant will have experience of working on a busy fly floor.

The duties include but are not limited to:

- Loading and unloading scenery
- Maintaining and repairing the equipment for the fly system
- Building and setting up stage scenery, raising and lowering suspended scenery during a performance on cue, operating the mechanical components of the stage, and storing and setting up scenery.
- Undertake regular inspections of the fly/rigging system
- Ensures that loads do not exceed the safe capacity of the system
- Use correct knots for attaching and tying off loads
- Maintain visual contact with a moving piece; uses spotters when necessary
- Maintain control of moving pieces at all times
- Follow safe working practice when loading and unloading the system

Conference and Exhibition Centre:

- Develop a sound working knowledge of the venue's technical infrastructure, including equipment installation, tie-lines and other patching systems.
- Participate in all aspects of training and development as required and to improve the effectiveness and efficiency of the technical service delivery.
- Operate the onsite AV equipment.
- Assist and support clients in the use of fixed and portable audio visual equipment
- Ensure all audio visual and media services are delivered to the business in a professional and efficient manner
- Maintain all equipment in good working order, with all faults reported via the onsite procedures
- Ensure all video conferencing requirements for the client are met in full
- Maintain total confidentiality relating to information received for presentations and broadcasts etc

- Day to day administration in order to successfully deliver the AV and technical support services

Person specification:

Preferred skills and experience:

- A good technical background within the Theatre industry
 - good working knowledge of theatre lighting and sound systems
 - knowledge of Allen and heath digital sound consoles and Avolites Lighting Consoles
- To be well organised and flexible and to be able to approach different tasks
- Willing to work with other members of the on-site team and take instruction from them
- Always present a positive attitude and image to the client
- A flexible approach to the working day
- An excellent communicator confident in dealing with people at all levels
- Willing to undertake training to improve their technical knowledge

Essential Criteria:

- Knowledge of Double and Single purchase counterweight flying systems
- Experience of working in large scale productions + fit ups
- Ability to work under pressure to a high standard
- Have a good understanding of theatre health and safety codes of practice and legislation associated with the industry
- Self-Motivation and willingness to work within a team-based environment

Review arrangements:

This job information cannot be all encompassing. It is inevitable over time that the emphasis of the job will change without changing the general character of the job or the level of duties and responsibilities entailed. This information may be periodically reviewed, revised and updated in consultation with the post holder to reflect appropriate changes.

Equal Opportunities:

We do our utmost to ensure that there is no unjustified discrimination in the recruitment, retention, training and development of staff on the basis of their age, sexuality, religion or belief, race, gender or disabilities

Technician: September 2020