**Technician**

Thank you for your interest in the role of **Technician** for Tobacco Factory Theatres.

Further information about Tobacco Factory Theatres can be found on our website <http://www.tobaccofactorytheatres.com/>

This application pack includes:

* Background Information
* The role
* Terms & Conditions and the Application Process

We hope that this pack will help with any questions you might have about the job and the application process. However, if you have any further queries please email: [matt@tobaccofactorytheatres.com](mailto:matt@tobaccofactorytheatres.com) or [theatre@tobaccofactorytheatres.com](mailto:theatre@tobaccofactorytheatres.com).

We look forward to receiving your application and thank you for your interest in working for the Tobacco Factory Theatres.

**ABOUT TOBACCO FACTORY THEATRES**

**OUR MISSION & VISION**

Our mission is to provide a welcoming home for creative adventures and human connection; to offer incredible theatre and opportunities to learn and exchange ideas.

Our vision is to build an inclusive creative community rooted in our home in South Bristol. Our inspirational theatre will take people on creative adventures, nurture talent and provide life-changing opportunities.

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| **ABOUT US** |
| We are an innovative organisation that is on a bold adventure. Only 4% of our income comes from core grants from Arts Council England & Bristol City Council. Our box office makes up 55% of income, earned income is 24%, and the remaining 16% is fundraised every year.  We have just completed a capital project, raising £1.6m to reconfigure our floor and create a second performance space to complement our Factory Theatre. The Spielman Theatre is a flexible performance space with retractable seating and is used for performances, workshop activity and our work with the local community. |

Two years ago we set up the Get Involved team, to make deeper connections with our community. We are currently working with 125 young people per week in our new Spielman Theatre.

We host a diverse range of work in our two theatre spaces, and we regularly create our own productions, currently *Our Country’s Good*, and recently *Midsummer Night’s Dream* and our Christmas show, *The Borrowers*.

*‘’Delightful, perfectly judged adaptation of Mary Norton’s much-loved story*’’ \*\*\*\* The Stage on The Borrowers

*‘’It’s just made me even more creative and probably made me a better, happier person’’*  Thea, Young Theatre Maker

*‘’The Future of theatre lies less and less in gilded playhouses and more and more in places like this’’* Jonathan Miller, Director

*‘’Tobacco Factory Theatres works wonders with little money, with more investment it would perform miracles’’* Susannah Clapp, The Observer

**JOB DESCRIPTION**

The position will involve working with touring companies as well as assisting with in house productions, development and educational work. The chosen candidate must have good experience of fit ups, get outs, show operation and technical maintenance. A good working knowledge of theatre electrics and sound systems is also required.

The Technician is line managed by the Technical Manager and will be required to work at Tobacco Factory Theatres but also from time to time at other locations in Bristol.

**Main duties:**

* To assist the Technical Manager with visiting companies in order to discover, realise and deliver their technical requirements for productions.
* To support the creation of work from both the producing and Get Involved departments under the direction of the Technical Manager.
* Preparation of lighting and sound equipment for use in performances under the direction of the Technical Manager.
* Rig, Focus, Plot and Operation of lighting and sound equipment.
* To assist with the induction and management of casual staff and visiting companies, including venue procedures such as health and safety, security, performance, and licensing.
* To manage and lead casuals for get ins and get outs.
* To assist and supervise seating layout changes.
* To take part in the maintenance and repair of all lighting and sound equipment used by Tobacco Factory Theatres.
* To work closely with the other members of Tobacco Factory Theatres staff and freelancers.
* To assist with ensuring all productions are compliant with best venue and health and safety practises.

**Other Duties:**

* To attend staff meetings and inter departmental meetings as required.
* To carry out administrative tasks relating to the job.
* To assist in the up keep of the department and the monitoring and replacement of departmental stock.
* Abide by all Tobacco Factory Theatres policies and procedures.
* Any other duties as mutually agreed.

**This job will involve**

* Working at Tobacco Factory Theatres and occasionally at other Bristol based locations.
* Working evenings, weekends and late/unsocial hours.
* Working unsupervised.

**SKILLS AND EXPERIENCE**

**Essential:**

* Experience of programming ETC lighting consoles; including Intelligent fixture programing
* Experience of set up and operation of sound equipment including Qlab; digital desks and network protocols
* Basic knowledge of entertainment ip networks
* Experience of fit ups and get outs
* Show operation
* Technical maintenance
* A good working knowledge of theatre electrics
* Experience of working with and supporting creative teams
* Strong communication skills
* Enthusiasm and interest in theatre
* Ability to work at heights

**Desirable:**

* Clean Driver’s License
* Pat test qualification
* Electrical qualification
* Experience of touring theatre
* Formal training in first aid, manual handling, health and safety and working at height
* AutoCad skills
* Live sound work
* Sound design experience
* Lighting design experience
* Set construction skills

**Characteristics:**

* Excellent time management
* Resourceful in problem solving
* Ability to juggle competing demands and prioritise in a busy environment
* A positive and flexible attitude
* Confident, professional, enthusiastic and self-motivated
* Ability to work well in a team but also work independently
* Ability to lead a team
* A willingness to work flexible hours including evenings and weekends

**TERMS & CONDITIONS**

**Technician**

Hours per week: 20-25 hours per week. Evening and weekend work will be required.

Salary: £19,436 pro rata. No overtime will be offered but TOIL can be negotiated.

Length of Contract: Permanent

Holiday: 30 days pro rata inc bank holidays

Pension TFAT subscribes to an auto enrolment pension scheme.

Employer: Tobacco Factory Theatres

Location of post: Tobacco Factory Theatres, Raleigh Road, Bristol, BS3 1TF

Responsible to: Technical Manager

Responsible for: Casual technicians

Probation period: Three months

Notice period: Two months

Application Deadline: 10am  Mon 22 July 2019

We regret that applications received after that time cannot be considered.

Application method: Completed Application form and Equal Opportunties Form to be emailed to [recruitment@tobaccofactorytheatres.com](mailto:recruitment@tobaccofactorytheatres.com).

In the subject bar please write ‘Technican’.

Interviews: Thurs 25 July 2019

Start Date: Week commencing 26 August 2019