

Job Description

Job title:	Casual Technician
Grade:	CW5: £11.81 p/h
Department:	Arts
Report to:	Lead Technician (Arts)
Location:	The Edge, University of Bath, Claverton Down, Bath BA2 7AY

The Edge

Art · Research · Adventure

The Edge is an arts and creativity hub informed by the context of the University of Bath. The centre offers an active environment for people from all walks of life, derived from arts-centric and research-linked approaches.

A year-round programme of exhibitions, performing arts presentations, talks, arts classes, family and community events provide experiences of educational, emotional and intellectual stimulus.

We are looking for enthusiastic individuals to join our technical team responsible for set up lighting, sound, set and AV elements that will benefit events. Casual Technicians will assume the role of Duty Technician for small-scale performances and film screenings, operating technical equipment and liaising with performers, organisers and other members of The Edge team.

Working hours will vary and Casual Technicians may be offered work on any day of the week (including weekends and evenings). The services provided to The Edge are on a casual basis for an hourly rate.

Role and Responsibilities

- Liaise with the Lead Technician to ensure visiting companies' needs are met.
- To provide a "point of contact" for any technical issues that may arise during a performance or event.
- Supervision of 'get ins' and 'get outs' - ensuring all theatre licensing and health and safety policies are followed.
- Ensure technical equipment is used correctly and safely.
- Provide detailed knowledge of the operation of all Edge equipment in order to offer technical advice to visiting companies.
- Ensure all equipment brought into the theatre is PAT tested and safe to use.
- Oversee the opening/closing of seats in Weston Studio.
- Take responsibility as a keyholder, providing access to cupboards and rooms as needed.
- To ensure that any activities during performances identified as especially hazardous are suitably supervised.

- During public events, to co-operate with the Duty Manager:
 - a) In ensuring all public areas of the premises are kept safe
 - b) Taking reasonable steps of ensuring the safety, comfort and security of the public
 - c) Taking such steps as may be required to investigate and manage any fire hazard, alarm or similar incident
- Liaise with Duty Manager on performance nights, attending pre-show meetings, taking clearance and assisting DM in their role.
- Responsible for ensuring all technical equipment is switched off and that spaces are locked up at the end of each day.
- Complete pre-show technical checks, to be left with Duty Manager at the end of the evening
- Responsible for assisting with occasional technical maintenance and upkeep of the Edge Theatre and Weston Studio

Person Specification

Essential:

- Experience of working in a technical environment, facilitating performances.
- Interest in performing arts and culture.
- Experience and ability to work as an effective member of a team.
- Ability to work on own initiative, highly motivated and pro-active
- Able to work effectively under pressure.
- Excellent verbal communications skills, being able to use tact/diplomacy when required and confident speaking to a broad range of people.
- Awareness of accessibility needs and requirements.
- Awareness of relevant health and safety and fire evacuation procedures.

Additional Information

All post-holders will be provided with Edge branded T-shirts and lanyards to wear.

You will be required to work evenings and weekends in order to support the programme and you may be required to provide support for off-site performance spaces.

Benefits include discounted entry to selected events at The Edge, regular social events and CPD/training opportunities where appropriate.

You will be required to attend an induction session introducing you to our spaces before you complete your first shift.

How to apply

Please complete an application form and email to: cw887@bath.ac.uk

Please complete all the sections, paying particular attention to the statement section and add 'Casual Technician Application' followed by your name to the subject line of the email. Eg: **Casual Technician Application First Name Last Name**

The Edge is an equal opportunities employer and welcomes applications from all sections of the community.