

Technician

WATFORD COLOSSEUM

Job Description

Person Specification

February 2019

Watford Colosseum is one of 12 venues within HQ Theatres & Hospitality's (HQT&H) current portfolio of regional theatres and concert halls. HQT&H currently manages 18 auditoria on behalf of local authorities, with capacities ranging from a 200 seat arts centre to a 2,400 seated/standing theatre. Last year HQT&H programmed a total of 2,354 shows which attracted attendances of over 1.5 million.

HQ Theatres & Hospitality (HQT&H), the UK's second-largest venue operator, is a division of Qdos Entertainment Ltd, one of the largest entertainment Groups in Europe.

Watford Colosseum is Watford's home of entertainment boasting some of the best live music, theatre, comedy and other entertainment outside Central London. **Elton John, Rod Stewart, One Direction and Jimmy Carr** are just a few big names that have starred on our stage. Watford Colosseum is also home to the BBC Concert Orchestra and has been used to record the soundtracks of films including Lord of the Rings, The Sound of Music and Star Wars.

Employment type: Full Time

Salary: £22,000 dependent on experience, ability and potential

Hours: 40 per week over 5 days out of 7, subject to variation to meet business requirements. You will work as part of the Technical Team rota and within a flexible shift pattern, which will require working evenings, weekends, Bank Holidays, as well as weekday daytimes.

Work location: You will be based at Watford Colosseum and may be required to travel to and work at other HQT&H venues. Approved travel expenses will be reimbursed.

Purpose of the role: As a member of the Technical Team, the post holder will be responsible for assisting with the preparation of, setting up and a variety of operational duties in respect of the diverse range of productions and events staged by professional and amateur companies, as well as the routine maintenance of the facility, as directed by the Buildings and Technical Manager.

Our ideal candidate: The ideal candidate will be able to work calmly and effectively with a wide range of people, including artists and companies. You will have a confident and approachable manner, a good sense of humour and be able to take and act upon instructions within a given time frame in a busy working environment.

For an informal discussion contact: Vinnie Kelly, Buildings and Technical Manager
01923 474100

Closing date: **Closing Date – Sunday 10th March at 12pm.**

Interviews will be held on the Wednesday 13th and Thursday 14st March.

How to apply: Send your CV, covering letter and application form to bkelly@watfordcolosseum.co.uk with TECHNICALAPP2019 in the subject line. Tell us why you think you are suited to this role, why it interests you and how we'll benefit from having you on board!

REPORTING

You will report to the Senior Technician and the Building and Technical Manager.

KEY ACCOUNTABILITIES

- As part of the Technical Team to be responsible for assisting with the setting up of shows and events and to assist with various operational duties as instructed.
- To assist with moving scenery and equipment during a production, working with lighting, sound and special effects as directed by the Senior Technician/Building and Technical Manager.
- To assist visiting production companies and performers with the get-in and get-out of all staging and electrical equipment as directed.
- To assist in the rigging and focusing of lights and any additional sound installations as required and directed.
- The post holder will assist in the breakdown and get-out of all staging and equipment at the conclusion of performances and events.
- With the technical team, work closely and promote good customer relations with all visiting producers and artists and in particular with amateur companies.
- Carry out routine maintenance on the Colosseum's equipment and systems as directed by the Senior Technician/ Building and Technical Manager.
- To assist in the management of contractors and the general maintenance of the buildings and facilities as required – including routine and general maintenance tasks such as lamp checks, Portable Appliance Testing, painting etc.
- Ensure the safety and comfort of customers and clients at all times whilst on the premises.
- To develop a good working knowledge of the building's facilities and services in order to carry out assigned maintenance duties to a high standard, as directed.
- To assist in protecting and safeguarding the buildings and their contents from possible theft, damage and abuse by carrying out assigned duties as directed and abiding by policies and procedures issued.
- To abide by relevant Health and Safety and Licensing requirements and to ensure all visiting performers, contractors and the general public also conform to these requirements.
- Any other duties as required from time to time, taking into consideration the grade of the post and

capabilities of the employee.

- With other members of the Technical Team, contribution as required to the achievement of the Colosseum's Business Plan and its relevant targets and objectives.

Recruitment, Training and Development

- Undertake training and development relevant to the successful execution of the job role.

Other Responsibilities

- Dress in accordance with Company uniform policy and wear protective clothing where issued and instructed.
- Attend and, if required, note take meetings as required.

This Job Description is not an exhaustive description of your duties. You will be required to adopt a flexible approach to your role and responsibilities. In particular, from time to time, you may be required to undertake such alternative or additional duties as may be commensurate with your skills, experience and capabilities.

PERSON SPECIFICATION

In order to be considered for this post you will need to evidence and demonstrate:

Experience

- Experience of working as part of a team
- Previous backstage or technical experience in either a professional, educational or performance environment. This experience must include installing medium to large scale shows/events.

Skills

- Ability to use or quickly learn the ETC ION Lighting console
- Ability to use or quickly learn the Avolites Titan Mobile Lighting console
- Ability to use or quickly learn the M7CL Sound Console
- Experience of common theatre lighting systems including intelligent and moving light rigs.
- Experience of common theatre sound systems using digital desks and line array systems.
- Understanding of rigging practices using ground support and truss/motor systems.
- Have industry relevant qualifications or 'tickets', eg IPAF, PASMA and Tallescope use.
- Able to use own initiative
- Able to take and act upon instructions within a given time frame and in a busy working environment
- Reliable, with a flexible and pro-active attitude
- Enthusiasm for the performing arts and entertainment
- Proven ability to effectively work in a multi-tasking environment

Attitude

- A strong customer service focus and a genuine desire to deliver an excellent experience, every time.
- A 'can-do' attitude and a positive, flexible approach to the job role, work colleagues and peers.

- A presentable, professional and approachable manner which sets an example for others to follow.
- Clean and tidy attitude with pride in their workplace.
- Flexible and willing to work unsociable hours on weekly rota basis. This will include evening, weekends and some bank holidays.

Desirable

- An understanding of electrics including the rigging of stage lighting systems.
- Good understanding of both generic and intelligent lighting fixtures.
- Previous experience working with lighting, sound or special effects
- An understanding of security requirements within an events venue.
- Practical experience in equipment maintenance.
- CAD experience.
- To have strong IT skills in both PC and Macintosh computer consoles.
- Literacy and numeracy skills as appropriate to the requirements of the post.
- A good sense of humour.