

JOB DESCRIPTION

Post: Seasonal Electrics Technician

Reporting to: Head of Electrics

Line manages: Casual / Freelance Electrics Staff

Main Purpose of the Post

Under the direction of the Head of Electrics, to facilitate the electrical (lighting, sound and AV) elements for each production as required by the Lighting / Sound / AV Designers and Director

Principal duties and responsibilities

For all in-house productions, co-productions, any subsequent tours and visiting productions as well as cinema:

- Under the direction of the Head of Electrics to liaise with the designer & director to understand the electrical requirements of each production and communicate those requirements to the Head of Electrics and other members of the technical team.
- To supply accurate costing to the Head of Electrics of lighting, sound, AV & other electrical equipment and staff to facilitate the requirements of each production.
- Under the direction of the Head of Electrics to achieve the requirements of the lighting / sound / AV designer and director as far as possible within the parameters of the production budget and Health and safety regulations.
- To be available for production meetings, rehearsals, technical rehearsals, get-ins, get-outs and performances as required.
- Under the direction of the Head of Electrics to encourage good work within the department to maintain high production values.
- To rig, operate and maintain lighting / sound / AV equipment .

Health & Safety

- To be familiar with current Health and Safety Regulations relevant to the industry, and to keep abreast of changes in such regulations.
- To notify the Head of Electrics of any Health & Safety issues which arise.
- To ensure that all work adheres to the in-house Health & Safety policy and with Health & Safety regulations generally.

General

- To assist the Head of Electrics in ensuring the habitual upkeep of production electrical equipment, including annual pat-testing and regular maintenance.
- To assist the Head of Electrics in order new equipment & consumable supplies as required, within the budgetary constraints agreed with the Head of Production / Technical Manager.
- To take an active role in the theatre's production team and the staff as a whole.
- Attend meetings when required by Head of Electrics.
- To promote good working practise within the Electrics Department and provide adequate supervision to maintain this.
- To supervise any freelance/casual Electrics staff.

Personal Specification

Essential:

- Previous electrics experience in theatre.
- Previous experience of working with creative teams.
- Direct experience of Lighting, Sound and AV rigging, focusing and operation.
- Experience of programming ETC consoles.
- Working knowledge of digital sound desks and digital playback technology.
- Awareness of basics electrical principles and safety.
- Awareness of Health & Safety issues relevant to the role.
- Highly organised, with ability to prioritise and multi-task.
- Flexible, responsive and a team player
- Good communication skills
- Ability to remain calm whilst working under pressure.
- Ability to interpret and work from technical drawings.
- Ability to comfortably work at height.

Desirable:

- Relevant technical theatre qualification.
- Experience of programming moving lights on an ETC Gio console.
- Experience of programming and operation of Qlab.
- Experience of programming Yamaha digital sound desk and Digico SD10.
- Ability to use Vectorworks Spotlight.

Terms of Employment

Contract:	This is a seasonal contract which will run from 15 th January 2018 to Monday 30 th April
Salary:	pro rata based on full time equivalent of £18,841 per annum
Holiday:	pro rata based on 28 days a year, 8 of which are Bank Holidays
Hours:	Salary buys out up to 40 hours per week (averaged out over the month). Overtime paid for any hours worked over that.
Notice Period:	4 weeks

Equal Opportunities Monitoring Form Watford Palace Theatre

The Watford Palace Theatre is committed to equal opportunities in all areas of its work and aims to ensure that everyone who applies to work for us receives fair treatment. To help us to achieve this aim, we would be grateful if you could help us to monitor our practice in the context of our Equal Opportunities Policy by answering the following questions.

Show/project:

1. Age
2. Gender: Male / Female/ Non-binary/Prefer not to say
If you prefer to use your own term, please specify here
3. Do you regard yourself as disabled? Yes/No
If you wish to do so, please indicate the nature of your disability:
4. What is your ethnicity?

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick **one** appropriate box

- | | |
|-------------------------|--------------------------|
| Asian - British | <input type="checkbox"/> |
| Bangladeshi | <input type="checkbox"/> |
| Chinese | <input type="checkbox"/> |
| Indian | <input type="checkbox"/> |
| Pakistani | <input type="checkbox"/> |
| Asian - Other | <input type="checkbox"/> |
| Specify (if you wish) | |
| White - British | <input type="checkbox"/> |
| White - Other European | <input type="checkbox"/> |
| White - Other | <input type="checkbox"/> |
| Specify (if you wish) | |
| Black - British | <input type="checkbox"/> |
| Black - African | <input type="checkbox"/> |
| Black - Caribbean | <input type="checkbox"/> |
| Black - Other | <input type="checkbox"/> |
| Specify (if you wish) | |
| Any other ethnic group: | <input type="checkbox"/> |
| Specify (if you wish) | |

I hereby give my consent for the Palace Theatre Watford Ltd processing the information provided in accordance with the purposes stated above.

Date:

Please return this form to:
Administration Department, Watford Palace Theatre, 20 Clarendon Road, Watford WD17 1JZ. Thank you.