

THE MARLOWE

Job Description

POST DETAILS	
Organisation	The Marlowe Trust
Job title	Theatre Technician
Reports to	Technical Manager
Grade	MTT10

JOB PURPOSE

- To support for the technical delivery of the Marlowe Theatre programme, helping the theatre to deliver its mission.

PRINCIPAL ACCOUNTABILITIES

- To undertake allocated duties to ensure professional technical support for all areas of the Marlowe Theatre programme.
- To provide additional support for incoming companies and productions, which may include elements of design or production management
- As directed by the Technical Director, to ensure the effective maintenance, replacement and renewal of the Marlowe Theatre's stage areas, production equipment and systems.
- To develop and maintain good relationships with suppliers, clients and other third parties.
- To safely and efficiently install the Marlowe Theatres or visiting companies' production equipment
- To immediately inform the Technical Director of the requirement for replacement or renewal of equipment.
- To advise the Technical Director in the replacement or renewal of equipment.
- To safely and properly use the theatre's production equipment in accordance with current industry best practice
- As instructed by the Technical Manager or Duty Technician, to supervise a staff team in the delivery of its work.
- Be aware of, and respond to, current Health and safety legislation and best practice recommendations
- Act always in accordance with the Marlowe Theatre fire action plan, taking responsibilities as instructed through the plan to your role, and attend regular drills to ensure familiarity with this process.

REQUIRED ATTRIBUTES	
Required Qualities	<p>The Marlowe's core values are to be authentic, supportive, resilient, collaborative, inclusive and passionate in everything we do.</p> <p>We actively seek to represent the diversity of our society.</p> <p>In order to live our values, our Theatre Technician should be:</p> <ul style="list-style-type: none"> • Creative problem solving. • Team player. • Approachable & Presentable.
Knowledge	<ul style="list-style-type: none"> • Good knowledge of theatre production including Stage, lighting, sound, flying and dressing. • Good knowledge of relevant legislation and regulations health and Safety legislation. • Specific knowledge of technical discipline, stage, flies, sound, dressing.
Skills	<ul style="list-style-type: none"> • Excellent written and verbal communication skills • Excellent interpersonal skills • Ability to work effectively with numbers • The ability to adapt • A good level of IT skills • An advanced level of problem-solving skills • A good level of written and verbal communication skills • A good level of numeracy skills • An advanced level of manual handling skills • A good level of theatre production skills
Experience	<ul style="list-style-type: none"> • A good level of experience of theatre presentation • A good level of experience in at least one the following disciplines, Stage, lighting, sound, flying and dressing. • Specific experience of technical discipline, stage, flies, sound, dressing.
Qualifications	

JOB DIMENSIONS

Annual budgetary amounts	Direct £0.00 Indirect £ 0.00
Number of staff reporting to the job holder	Direct 0 Indirect 0
Any other relevant statistics/information	

WORKING ENVIRONMENT

The Marlowe Trust is open to flexible working so talk to us about how you think you can best deliver this job and about your flexible working needs.

The Marlowe's performances happen mostly in the evenings and at weekends. In order to deliver the best service to our customers, all of our posts, whether frontline, strategic, planning or support roles, require some evening and weekend working.

- Some working at height.
- Some working in confined spaces.
- Some working outdoors.
- Some working in high-noise environments.
- Some work with controlled substances.
- Some overnight working.

ORGANISATION CHART

See attached

January 2021