

Job Outline

Job Title:

Casual Technical Assistant

Basis:

Casual

Salary:

Grade 9

Base:

Awen Venues

Accountable to:

Technical Manager

Accountable for:

N/A

Your Role:

To assist with technical operations in relation to Awen's venues and other performances including lighting, sound, AV, and pyrotechnics.

You will also assist with the setup and movement of equipment for events..

In this role, you will:

- Provide technical support for events across Awen Venues in line with required standards in line with Health and Safety requirements
- Assist customers in relation to design of staging, lighting, AV and sound for each event..
- Support customers to establish their requirements whilst assisting with get ins, fit ups, get outs and the running of events
- Contribute to the day to day operation of the building when required including basic maintenance tasks as directed and supervised by the Technical Manager

General Duties and Responsibilities:

- Be responsible for your own safety and that of other staff and any member of the public who may be affected by your acts and omissions at work
- Participate in any training and development activities to maintain own development or to enhance competence within job role
- Uphold and integrate our purpose and values in all that you do.
- Ensure that activities are completed in accordance with Awen's commitment to equalities and diversity and in line with best practice and legislation.
- This is not a complete statement of all duties and responsibilities comprising this post, which may have to be varied to meet the changing needs of the business

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Person Specification

The Person (ESSENTIAL CRITERIA ARE INDICATED AS (E):

- A good degree of initiative, resourcefulness, flexibility and a self-motivating approach (E)
- Innovative thinker with a solutions-based approach (E)
- Positive, and motivational approach to support colleagues and teams to achieve common aims and objectives (E)
- Works well under pressure and able to effectively manage multiple priorities to strict deadlines (E)
- Set high standards of performance for self and others in meeting internal and external customer expectations (E)
- Ability to troubleshoot technical issues and work as a team to achieve positive outcomes
- Interest and enthusiasm in theatres and arts.
- Confident and professional approach and enjoys networking and building positive relationships with all stakeholders
- Forward thinking and able to contribute to aims and objectives of Awen through its vision and brand values

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Qualifications, Skills, Abilities and Experience:

(ESSENTIAL CRITERIA ARE INDICATED AS (E):

- Good standard of education, equivalent to NVQ/OCF 2, or the ability to demonstrate competence through experience (E)
- Ability to follow instructions and good time management (E)
- Relevant theatres/live technology related qualification or ability to evidence competence (E)
- Experience of working in theatres/live event environments having used at least one aspect of live technology including, lighting, sound, AV and stage management (E)
- Ability to lift, move and carry loads/stock and other equipment/items as necessary (E)
- Knowledge and understanding of health and safety regulations for theatres and live confident working knowledge of IT based operating systems.
- Experience of working in a multi-functional venue.
- Experience with Qlab / Zero88 / ETC software.
- Ability to speak Welsh.

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