

Job Outline

Job Title:

Casual Technician

Basis:

Casual

Salary:

Grade 8

Base:

Any Awen Venue

Accountable to:

Technical Manager

Accountable for:

N/A

Your Role:

To be responsible for delivering high quality technical operations for performances and events, and assisting with other operational requirements and so contributing to the overall development of the organisation.

In this role, you will:

- To ensure that events are mounted safely and to the highest technical standards including: operating and maintaining technical equipment, assisting with get-in, fit-up and running of events, liaising with users beforehand to establish their requirements.
- In the absence of the Technical Manager, to supervise technical operations of a performance or events, including: liaising with the touring theatre company / hirer / client and to ensure that their expectations are met or exceeded wherever possible.
- To ensure, in conjunction with the Technical Manager, that all Health & Safety requirements relating to the presentation of events and the running of the venue is adhered to.
- To assist the Technical Manager in carrying out technical equipment and venue related checks and inspections as directed.

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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 value 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.

Person Specification

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

- Ability to work on own initiative as well as a key member of a team (E)
- Flexible and proactive approach and attitude. (E)
- Approachable, calm and fair approach and attitude (E)
- Solutions focused and able to concentrate on achieving priorities
- Ability to work under pressure and deliver outcomes to tight deadlines. (E)
- A commitment to providing excellent customer service (E)
- Interest and enthusiasm in theatres and arts (E)
- Able to organise work to meet deadlines. (E)
- Good time management and ability to follow instructions (E)
- Good administration skills with a methodical approach and attention to detail. (E)
- Ability to lift, move and carry loads/stock and other equipment/items as necessary (E)
- Be self-aware recognizing when you need to manage your own wellbeing and reaching out for support
- Ability to speak Welsh

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Qualifications, Skills, Abilities and Experience:

(ESSENTIAL CRITERIA ARE INDICATED AS (E):

- A full driving licence and access to your own vehicle for work purposes NVQ in Customer Service or be able to demonstrate similar through experience (E)
- Good standard of education, equivalent to NVQ/OCF 2, or the ability to demonstrate competence through experience (E)
- Relevant theatre/live technology related qualification or ability to evidence competence through experience (E)
- Knowledge and understanding of health and safety regulations for theatres and live events (E)
- Experience of working as part of a team (E)
- Experience of working in theatres/live event environments having used at least one aspect of live event technology including, lighting, sound, AV and stage management (E)
- Experience of using a variety of ICT packages including Microsoft packages (E)

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The logo for 'awen' is a red square with the word 'awen' in white lowercase letters.

Ymddiriedolaeth
Ddiwylliannol
Cultural Trust



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Rhif gofrestredig / Company number: 9610991

Mae Ymddiriedolaeth Ddiwylliannol Awen wedi'i chofrestru yng Nghymru fel cwmni cyfyngedig drwy warant.
Awen Cultural Trust is registered in Wales as a company limited by guarantee.