



ADUR & WORTHING
COUNCILS

Job Description

Authority:	WBC
Directorate:	Economy
Section:	Theatres
Post Title:	WT Theatre Technician
Post Number:	13247
Accountable to:	Technical Stage Manager, Deputy Technical Stage Manager, Senior Technicians
Management responsibility for:	None
Authority to liaise with:	All staff in the Culture Department and council departments, patrons, hirers, visiting cast & crew, artists and the public.
Meetings attended on a regular basis:	Technical Department meetings, Twice annually Theatre Staff meetings, any other meetings as required.
Work Style	Flexible

Principal purpose of job (role summary)

- To carry out technical operational work within Worthing Theatres. This includes receiving, erecting, constructing, adjusting, maintaining and dismantling scenery, stage properties and equipment for all stages and auditoria. To assist the Technical Manager with the maintenance and safe and efficient operation of all lighting, sound, stage and flying equipment at all venues
- To perform work in connection with the running and presentation of live productions, films, rehearsals, activities or events at all venues
- To carry out all minor remedial works required for the stages and auditoria of all the venues
- To assist with the efficient operation of event/performance sound & lighting installations including get in, fit up, focus/plot, sound check, get out/strike in consultation with the producers and Tour Managers of the various events
- To help ensure that adequate levels of stock materials, equipment parts are kept to assist the efficient operation of all services.
- To supervise all casual staff involved in all aspects of technical stage, audio, lighting and flying equipment. To assist training and instruction of casual staff in the safe and efficient handling of all stage equipment with particular emphasis on Health and

Safety.

- To assist with outside promotional events for Worthing Theatres.
- Undertake all duties in accordance with Council policies, in particular those relating to Customer Care and Equal Opportunities.
- Undertake such other duties as may reasonably be allocated to the postholder, which may involve providing assistance in any section of the department as may be required from time to time.
- Undertake any duties regarding health, safety and welfare at work, civil contingencies and business continuity which may reasonably be allocated to the post holder as a result of legislation, codes of practice or Council policies.
- Promote the service and Council positively at all times.

The post holder will be required to undertake such other duties as may be required within the grade and competence of the post holder. Therefore, the list of duties in this job description should not be regarded as exclusive or exhaustive.

Duties will be set out in this job description but please note that the Council reserves the right to update the job description, from time to time, to reflect changes in, or to, the role.

The post holder will be consulted about any proposed changes. Significant permanent changes in duties and responsibilities will require agreed revisions to be made to this job description.

Job Description agreed by:

Post holder (Print name):	
Signature:	
Date:	
Line Manager (Print name):	
Signature:	
Date:	
Executive Head of Service (Print name):	
Signature:	
Date:	