



## Job Summary

Landmark Theatres is looking for a Senior Technician to join their team at the New and Key Theatre Peterborough. The ideal candidate will be Sound bias, with the ability to work across all departments. We are seeking a proactive individual who is passionate about arts and culture, and comfortable working in a fast-paced environment.

## About Landmark Theatres

Landmark Theatres is a portfolio of regional venues in North Devon and Peterborough receiving a wide variety of arts and cultural opportunities for local communities. This includes major touring productions, high-profile live music acts, big-name stand-up comedy, dance, superb theatre and new writing. We also produce high-quality Musicals, Drama and Family productions including our annual family Pantomime in Peterborough.

Our venues consist of: Queen Theatre, Barnstaple (650 seats), Landmark Theatre, Ilfracombe (450 seats), the New Theatre Peterborough (1,100 seats) and the Key Theatre Peterborough (112 & 360 seats). We are the largest new theatre entrant to Arts Council England's National Portfolio (23-26) and are working with a number of high-quality partners such as Birmingham Royal Ballet, The National Theatre and Paines Plough.

We receive an annual grant of £1 million a year for the current three-year funding cycle from 2023-24 to 2025-26 to ensure that Landmark Theatres can deliver an ambitious artistic mission, driving quality work, inspiring and developing new talent for and with the audience we serve across North Devon and Peterborough. This funding is a great vote of confidence in our potential to deliver to areas previously underinvested in culturally. We are now building a new producing theatre organisation outside London – for the first time in a generation.

The company has strong foundations in generating income as commercially driven businesses, driving trade and strong attendance. But newly found relationships with key stakeholders such as ACE have broadened the companies' ambitions against their Let's Create Strategy.



We pride ourselves on an in-depth understanding of the locations in which we operate. Working in areas of lower cultural engagement across the UK. We are respectful and responsive to local priorities, deliver innovation and work in partnership to empower our communities. We deliver a breadth of creative activities and ways in which our communities can engage whether that be as an audience member, participant, decision maker or through developing talent.

[landmarktheatres.co.uk/](http://landmarktheatres.co.uk/)

Landmark Theatres is a value-led organisation: innovate, include, collaborate, empower, sustain. We are committed to being diverse and inclusive and to making our workforce representative of different backgrounds and experiences of the communities we serve.

## LANDMARK THEATRES LTD

### Senior Technician

#### Job description

Job Title:	Senior Technician – Sound Bias
Responsible to:	Technical Manager
Place of Work:	New Theatre & Key Theatre Peterborough
Hours of Work:	40 hours a week, including evening and weekends.
Salary:	£25,100 per annum + BECTU payments (when applicable)
Contract:	Permanent Contract
Pension:	Company Pension Scheme available
Start Date:	As soon as possible

## OVERVIEW OF THE ROLE

As a member of Key Theatre & New Theatre team the Senior Technician is required to take a proactive approach towards the smooth running of the Technical Department. The Senior Technician will support the Deputy Technical Manager and Technical Manager in the day to day technical and facility management of our venues. This role will ensure safe presentation of all productions, hires and events in our venues, and we are keen to hear from applicants who align with our organisational values and are passionate about delivering highest levels of customer care whilst ensuring a safe and compliant working environment.

The role is subject to a 6-month probation period to ensure the successful candidate is suitably supported to carry out their duties. For this role we would require a 1 month notice period.

### Key Responsibilities

- To ensure the day-to-day operation and activities relating to the technical operation of our Peterborough Theatres are planned and executed professionally & efficiently.
- To work within the technical department on the safe provision of all technical aspects relating to productions at Landmark Venues, this includes working and running fit-ups, get-outs, show calls and production periods as scheduled by the Technical Manager or Deputy.
- To deputise for the Technical Manager or Deputy Technical Manager, in his/her absence.
- To assist with administrative tasks as required, including but not limited to preparation of rotas, risk assessments and method statements, logging of equipment testing and inspections.
- Supporting the Technical Manager and setting the expectation with the team to ensure that all visiting companies / productions to the theatre are professionally supported, including management of get ins, shows, and get outs, delivering a high standard of customer care and experience.
- To line manage the technical team, including full time, casual and agency staff.



- To work with the organisation and Technical Manager to promote good working practices and maintaining high production values within the department.
- To take part in all training, whether conducted on or off site.

### Operational

- Gain an understanding of the buildings and all their capabilities – in production the lighting, sound, video, and cabling and as a building, the air handling, alarms, lift, etc.
- To assist on the maintenance upkeep of the buildings, keeping records to ensure regular maintenance checks are carried out on a regular basis in line with external contractors.
- To support the Technical Manager in delivering high levels of housekeeping within our venues, addressing maintenance, and undertaking basic maintenance duties.
- To work with the Technical Manager and develop plans for maintenance works that need to be undertaken and liaise and supervise outside contractors to ensure works are effectively carried out.
- To Assist the Technical Manager with continued support in relation to Health and Safety audits and Fire Risk Assessments.
- Deliver Sound design and operation, when required for Landmark in house productions, including Pantomime.

### Access

As a value-led organization committed to diversity and inclusivity, Landmark Theatres encourages its employees to implement and adhere to the provisions of the Equality Act 2010.

- ensure that all customers and visiting company members receive equal and exceptional service and have equal access to our theatres and performances.
- Maintain awareness of the diverse needs of visiting company with a wide range of requirements and ensure those needs are accommodated appropriately.



## Health & Safety

- To assist the Technical Manager in implementing and inputting to working practices and procedures.
- To work with the theatre team and Technical Manager to ensure that all areas within our buildings and facilities are in safe and presentable condition.
- To be familiar with and comply with existing H & S regulations relevant to the industry, and actively work on Health and Safety audits and Fire Risk assessments.
- To assist the Technical Manager with the general upkeep to the fabric, fixtures and fittings of the auditorium, backstage and Front of House areas.
- Working with the Technical Manager to ensure that as an organisation we are keeping abreast of current developments in H & S within live entertainment industry, consider and address any H & S issues that arise in respect of the visiting company / show.
- To ensure that all get-in, fit-ups and get-out regulations are adhered to, Health & Safety check sheets are accurately completed and CDM Regulations are adhered to.

## General

- To work with the Technical Manager, Deputy Manager and ensure that the technical team adhere to all Landmark Theatres policies and regulations, be a key holder and ensure that the security of the building is always maintained.
- To undertake other tasks as reasonably required by the Technical Manager & General Manager to ensure that our venues in Peterborough operate as an effective business, including sustainability and Environmental policies.



## Person Specification

### Essential

- A Passion for Arts and Culture
- A broad-based knowledge of and practice in all technical areas of theatre.
- Experience as a technician.
- Experience of maintaining all production related equipment and systems.
- Experience and knowledge of Technical Theatre Health & Safety standards and procedures, including producing, amending, monitoring production safety issues and risk assessments.
- Experience of Live sound mixing, including theatre, bands, choirs, and conferences.
- Team Player
- Good interpersonal skills
- Good organisational skills
- Flexible, positive, and inclusive attitude
- Experience of DiGiCo and Yamaha digital sound desks.
- Proven experience with QLab.
- Working knowledge of Sennheiser Radio Microphones, both handheld and Headset.

### Desirable

- Programming of ETC consoles.
- Experience in working with digital film projectors.
- Accredited qualifications in technical theatre

The job description for this position may be reviewed and amended to incorporate the future needs of the department and organisation. This job description is intended as a guide to the nature of the work required of this position. It is neither wholly comprehensive nor restrictive and is subject to review.

Landmark Theatres Ltd is committed to being a diverse and inclusive organisation and we are keen to make our workforce more representative of



different backgrounds and experiences of the communities we serve. We work to remove barriers and pride ourselves on giving opportunities to people of all walks of life and all class backgrounds. We welcome applications from people who are under-represented in our organisation and/or arts organisations in general.

Landmark Theatres Ltd is committed to safeguarding the welfare of participants and partners. Applicants will be asked about any previous convictions, cautions, and reprimands, including those that are considered 'spent' as defined by the Rehabilitation Offenders Act 1974 (Exceptions) Order 1975 (Amended 2013). The successful candidate must be willing to undergo an enhanced Disclosure and Barring Service check (at Landmark's expense) if a job offer is made subject to this being obtained.

To apply for this role please complete the application form and equal opportunities monitoring form found on our website <https://keytheatre-peterborough.com/about-us/careers/> and return to [jobs@landmarktheatres.co.uk](mailto:jobs@landmarktheatres.co.uk) with Senior Technician in the subject line. The closing date for applications is midnight on 20/12/23. Interviews will take place at the beginning of January 2024 at The Key Theatre Peterborough.

All applicants will receive a response regardless of the shortlisting outcome.