**Job Summary**

Landmark Theatres is looking for a Full-time technician to join their team at the New and Key Theatre Peterborough. The ideal candidate will have a proven track record in theatre, and 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 several 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 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/**](https://www.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**

**Technician**

**Job description**

**Job Title: Technician  
Responsible to: Technical Manager  
Place of Work: New Theatre & Key Theatre Peterborough**

**Hours of Work: 40 hours a week, including evening and weekends.**

**Salary: £26,000 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 & New Theatre technical team the Technician is required to take a proactive approach towards the smooth running of the Technical Department. The Technician will support the 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 work within the technical department on the safe provision of all technical aspects relating to productions at Landmark Venues. This includes working on fit-ups, get-outs, show calls, and production periods as scheduled.
* To assist and oversee the day-to-day installation and operation of all lighting, sound, rigging, staging AV, access, emergency, and safety systems at the New & Key Theatre Peterborough used for performance and production periods, and to be proficient in the use of all in-house systems and equipment.
* Attending production meetings, rehearsals, technical rehearsals, get-ins, get-outs, and performances as instructed by the Technical Manager.
* Working as show crew on touring Productions when applicable.
* Confidence in programming Digico sound, and EOS lighting desks when required.

Set up and support for any Lighting/Sound requirements in rehearsal rooms.

* To support and assist other departments and teams at the New & Key Theatre as required to ensure the smooth operational running of the venue.
* To take on Duty Technician roles during performances, as required.
* 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 as requested by the Technical Manager.
* 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 Assist the Technical Manager with continued support in relation to Health and Safety audits and Fire Risk Assessments.

**Access**

As a value-led organisation 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 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 team with the general upkeep to the fabric, fixtures and fittings of the auditorium, backstage and Front of House areas.
* 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 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.
* Previous experience as a technician, in a professional capacity.
* Experience of maintaining all production related equipment and systems.
* Experience of Live sound mixing, including theatre, bands, choirs, and conferences.
* Experience of Lighting desk operation (basic overview)
* General knowledge of Stage techniques and its application
* Team Player
* Good interpersonal skills
* Good organisational skills
* Flexible, positive, and inclusive attitude

Desirable

* Programming of ETC consoles.
* Experience in working with digital film projectors.
* Knowledge of Digico Sound consoles.

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 like 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 Technician in the subject line by 5:00pm on 7th October 2024.**

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