

ALMEIDA THEATRE

Background Information

The Almeida is a theatre company with a national and international reputation for producing work of the highest standard - achieving recognition through consistent critical acclaim, increasing national reach, international profile and breadth of audiences.

Based in Islington the Almeida Theatre began life as a literary and scientific society - complete with library, lecture theatre and laboratory. We are known for creating brave, ambitious, compelling theatre.

The company is led by Artistic Director Rupert Goold and Executive Director Denise Wood and under Rupert's artistic leadership the heart of the Almeida's vision is to make bold work which challenges and questions theatre, and the world we live in; bringing together exciting artists to interrogate, provoke, inspire and entertain audiences through new writing and reinvigorated classics.

In addition to the main repertoire, there is an events programme including live and digital content, a full range of activities for young people, and productions regularly transfer to the West End and beyond.

The Almeida is supported by Arts Council England and raises further income through ticket sales and the support of generous individual givers and corporate sponsors.

Lighting Technician – Job Description

Purpose of role: The Lighting Technician will be responsible for supporting the creation and delivery of all technical aspects of the Almeida's production work, with a bias towards the lighting aspects of each show. This will involve taking responsibility for providing technical support throughout the production process as required, from the rehearsal room to the stage. It will also involve plotting, operating shows on a daily basis, and assisting with the day-to-day maintenance of the production.

Responsible to: Chief Technician, Head of Production and Production Manager

Key working relationships: Technical and Production teams
Stage Management teams
Operations Manager

Key Responsibilities

Day to day duties

- To carry out all duties in accordance with the health & safety policy, codes of practice and relevant legislation, and work in such a way as to promote a culture of safety.
- To ensure the smooth running, as directed by the Chief Technician, of all technical aspects of each Almeida production on a daily basis.
- To support the daily set up before and clear up after each show, completing pre-show checks as required.
- To operate lighting and / or sound cues, or to work on stage as required by the production.
- To schedule and line manage casual technical staff or student placements when required, including providing inductions and supervising any unfamiliar tasks.
- To ensure all Almeida technical equipment is maintained to the highest standard.
- To ensure the Theatre and all public areas are in a safe and presentable condition.
- To work with the Chief Technician to ensure any damaged or broken equipment is identified, removed from service and repaired or disposed of.
- To assist in the planning and delivery of the annual maintenance schedule, including annual PAT testing.

Pre- and post-production work

- To work with the technical and production team all deliver the physical aspects of the production on time and in budget.
- To plot shows as directed by the lighting designer and keep appropriate records for each production.
- To attend weekly production meetings as required.
- To provide any lighting, sound or other effects, or furniture or scenery required in the rehearsal room
- To support the Head of Production and Production Manager and Chief Technician in liaising with external contractors providing staging, set or equipment.
- To deputise for the Chief Technician as required, including ensuring all get in / out activity taking place happens safely.
- To assist with the recycling / storage / disposal of all aspects of set and props following each production, bearing in mind the Almeida's sustainability ambitions.

Other

- As part of the wider operational team, respond to emergency radio calls (evacuation or first aid) whilst on duty.
- Any other duties as required by the Head of Production, Production Manager and the Operations Manager, or the Chief Technician.

Equality, access and diversity

- We want to create and sustain a productive, diverse and inclusive working environment, reflecting the communities and audiences that we are part of and we ask everyone who works with us to champion this ambition and embed it in their day to day work. This is monitored through our Equality Policy and tracked in our annual action plan

Environmental sustainability

- We aim to be an environmentally sustainable organisation, and ask that our all our teams work in accordance with this. This is outlined in our Environmental Sustainability Policy and tracked in our annual action plan.

Person Specification

Essential

- Demonstrable experience of theatre lighting and sound.
- Good working knowledge of ETC EOS System
- Understanding of the theatre-making process, from rehearsals through to get outs.
- Familiarity with the technical aspects of theatre-making, including the interpretation of lighting and sound designs and plots.
- Understanding of basic electrical safety and stage carpentry, including scenic fit ups.
- Strong communication and interpersonal skills.
- Excellent time-keeping.
- Proactive and flexible attitude, ability to effectively prioritise and respond to quickly changing priorities.
- Initiative and ability to tackle and solve problems independently.
- IT proficient.
- Ability to communicate with a wide range of people at all levels.
- Enthusiasm for/ interest in the theatre and the work of the Almeida.

Desirable

- Working knowledge of AutoCAD
- Full, clean driving licence
- First Aid trained (3 day course)
- Fire Marshal trained

If needed, training will be provided for the post holder to gain these and any other qualifications required for the successful completion of the job role.

Summary of conditions of employment

This is a full-time, permanent position.

- Salary: £35,659.52 per annum (£685.76 per week) plus overtime
- Hours: 39 hour basic week, 5 days Monday – Saturday in accordance with BECTU/UK Theatre current agreement & in house agreement.
- Holiday: 25 days per Annum.
- Probationary period: 8 weeks
- Notice period: 8 weeks
- Pension: As part of auto-enrolment you may be eligible for NOW pension. The Almeida contributes 3% of basic salary to a stakeholder pension scheme (Scottish Widows), following 6 months' service and successful probationary period.
- Other benefits: Theatre ticket subsidy scheme, staff discount in the Almeida bar and other local amenities.
- Location: This position is based at Almeida Theatre, Almeida Street, London, N1 1TA

The recruitment process is open to all, but we are particularly interested in applications from women and people of colour who are currently underrepresented in the technical field. The Almeida Theatre is an equal opportunities employer and our aim is to create a diverse and inclusive working environment which reflects the city we live and work in and the communities and audiences that we engage with.