

Venue Technician (The Nest)

Responsible to: Head of Technical and Stage

Contract: Full time, 12-month fixed term contract (42 hours per week over 6 days)

Salary: £32,000pa

Department structure

The Production and Technical Department is an integral part of Chichester Festival Theatre (CFT), responsible for realising all shows and events across the site throughout the year. There is a small full-time team across the Lighting, Sound, Stage and Costume disciplines, augmented by up to 60 additional staff recruited seasonally, as required by the productions.

The department ensures that productions created at CFT between April and November, as well as the touring productions hosted over the winter season, are run efficiently and effectively across our two modern, well-equipped theatres and other spaces on site.

The Nest is an entirely new third space at CFT with sustainability and education at its heart, made from a structure previously located at the Pleasance Theatre in London and used at the Edinburgh Festival. Upgraded to be usable year-round and fully wheelchair accessible, this 119-seater studio will have a thrust stage to match our other theatres, but with the flexibility to be end on or even flat floor. Designed to complement our existing spaces and sited between the Festival Theatre and Northgate car park, The Nest will offer a dynamic venue to support artists and technicians at the beginning of their careers and offer entertainment for a younger audience.

The role of The Nest Venue Technician is a full-time position, suitable for a multi-skilled individual looking for the opportunity to run the technical elements of a venue and play a key role in supporting emerging talent.

Job Purpose

- Provide technical support in lighting, sound, AV and staging to all users of The Nest.
- To be the face of The Nest alongside The Nest Producer, welcoming, supporting and collaborating with all users.
- To support emerging artists and technicians with making work in The Nest in a collaborative and positive way.

Key Responsibilities

- To be a key holder, responsible for opening and closing the venue with The Nest Producer and Duty Managers.
- To design, rig, operate and service all lighting, sound, AV and staging equipment ensuring the safe and professional operation of the venue.
- To support new and emerging technicians including our resident Technical Youth Theatre and apprentices with all elements of creating and operating events and productions – building their skills, knowledge and confidence.
- To lead sessions, with practitioners, for the Technical Youth Theatre in various technical arts including, lighting, sound and AV.
- To support the Artists Development programme with the creation and sharing of their work, including lighting, sound, AV and scenic design support where appropriate.

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- To manage the safe use of The Nest on a day-to-day basis, ensuring all plant, equipment and structures are maintained in a safe condition; and meet all Health and Safety statutory requirements in conjunction with the Head of Technical and Stage, and the Facilities Manager.
- To work closely with The Nest Producer on the technical requirements for each event, reviewing riders, communicating with companies and users in order to stage their work smoothly.
- To prepare and maintain accurate plots and records to enable the accurate reproduction of a production's technical requirements.
- To ensure that equipment is deployed in a clean, orderly and tidy condition; take appropriate care of all items and ensure that the stage, auditorium, work areas, front of house and storage areas are kept clean and tidy.
- To receive and store deliveries in appropriate locations.
- To undertake training as required, instructing others in the use of technical equipment.
- To maintain general knowledge and awareness of Health and Safety policy and procedures and its implications for working on stage and across the site.
- To use computers for creation of content, design of systems and documentation.

This list of responsibilities is not exhaustive, and the employee will be required to perform duties outside of this as operationally required and at the discretion of the Head of Technical and Stage.

The job will at times require unsocial working hours.

Responsibilities of all Staff Members

- Be aware of the work of the other departments in the achievement of CFT's aims
- Take an active part in communicating and co-operating with other staff and departments
- Follow guidelines, procedures and policies provided by the company in relation to financial management and personnel records
- Work in accordance with the Equal Opportunities policy of CFT
- Be aware of, and comply with, the rules and legislation pertaining to Health and Safety at work
- Take part in such working groups and committees as might from time to time be required for the fulfilment of departmental and/or company aims
- Maintain a clean and safe working environment at all times
- Be an active ambassador for CFT, its aims, objectives and values
- Commit to CFT's environmental policies to reach net zero and collaborate with us in finding innovative solutions towards more sustainable theatre-making

Person Specification

Essential Criteria

- Experience with lighting, sound, staging and AV equipment including rigging, operation and maintenance in a professional setting.
- Experience with various software to include at a minimum Qlab and ETC Eos.
- Experience in operating sound and lighting systems in public performance.
- Experience of live sound mixing.
- Experience of technical theatre in a producing environment including get ins, fit ups and get outs.
- A sympathetic approach to creative concepts and the ability to realise the requirements of Designers, Directors and other creative team members.
- The ability to be self-motivated and work well as part of a team under minimum supervision.
- An ability to work at height using appropriate access equipment safely.

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- A passion for supporting new and emerging technicians and artists, ideally with some teaching, instruction or mentoring experience.
- Experience of being the sole technical representative of a venue or department for events or rehearsals.
- Excellent punctuality, good time management and reliability.
- An open mind to new and different ways of working and the ability to acquire new skills when needed.
- Ability to plan and prioritise work effectively.
- Good communication skills – both written and verbal.
- Commitment to finding innovative and reliable solutions to the challenges of design and delivery.
- Flexible approach to working, including the ability to work unsocial hours.
- Interest in and commitment to making theatre accessible to all community sectors, and to CFT's Equal Opportunities Policy.
- An interest in sustainability, and finding environmentally positive solutions to creative ideas.

Desirable Criteria

- Experience of having worked in a fringe venue
- Teaching/mentoring/coaching experience
- Experience with video and audio editing software such as Final Cut ProX and Reaper
- Experience with Qlab programming in relation to video
- Experience in film making and the creation of video content
- Scenic and prop construction skills
- Full UK Driving Licence

A few more things...

We're an Equal Opportunities employer. We embrace and celebrate diversity and are committed to building a team that represents a variety of backgrounds, perspectives and skillsets. We passionately believe that the more diverse and inclusive we are, the better we'll be as a company, an employer, a community hub and a theatre. We actively encourage applications from people that have been traditionally under-represented in the arts.

We really value people who will bring unique perspectives and will add new knowledge to our team. The Theatre has an equality of opportunity approach and aspires to give everyone the chance to achieve their potential.

You may already have seen that CFT are Disability Confident and are committed to creating a diverse and inclusive culture.

CFT have a range of policies and procedures in place which promote safeguarding and safer practice across our organisation.

All appointments are made subject to satisfactory reference and proof of eligibility to work in the UK.