



Job Vacancy

Touring Technician

Job Vacancy

Touring Technician

Ballet Cymru is seeking a **Touring Technician** to work on professional ballet productions performing in venues across the UK in 2023.

The Role

The **Touring Technician** will be an integral part of the Technical Team, assisting the Touring Tech Manager, maintaining standards and developing performance.

The role will be based at Ballet Cymru's studios in Newport, South Wales during the production and touring period and will involve travelling to and from venues across the UK (the ideal candidate will hold a UK drivers' licence and help to drive the tour vehicle)

Ballet Cymru perform in on average approximately 3 venues a week during the touring weeks, returning to company base whenever safe and appropriate.

The ideal candidate will have practical skills, knowledge and experience of theatre electrical practice, practical skills, knowledge and experience of lighting and sound and a working knowledge of current Health & Safety practice relevant to the role.

Essential: Applicants must be eligible to work in the UK

Desirable: a clean, full drivers licence.

Dates: Summer Touring Season 31 May to 29 June 2023 (4 Weeks)

Additional work offered for the autumn touring season from 25 September to 3 December 2023, (10 Weeks)

Salary £600 per week

Discretionary Relocation £75 per week for duration of project

Plus discretionary allowances, holiday entitlement and company pension scheme offered.

To Apply

To apply, please email your CV along with a covering letter specifying your skills and experience for the role to Ballet Cymru's Administrator Jenny Carter jenny@welshballet.co.uk

Application submissions will be reviewed and shortlisted on receipt.

Shortlisted applicants will be invited to interview on an ongoing basis until the position is filled by the successful candidate.

Ballet Cymru is an Equal Opportunities Employer and a Registered Charity. We are particularly keen to hear from Global Majority and disabled candidates. Please contact us if you have any access needs.

This Job Pack is available in English and Welsh.

Job Description

Job title: Touring Technician
Responsible to: Artistic Director/Assistant Artistic Director/Administrator

Main purpose of the role:

To deliver the highest quality presentation of all delegated productions, events and projects in an efficient manner that promotes a safe, healthy, and sustainable working environment and a positive culture of engagement.

Scope:

The Touring Technician will be an integral part of the Technical Team, assisting the Technical Manager in maintaining standards, and developing performance.

Helping to drive the tour van to venues throughout the UK (if a full, clean UK driver's licence is held)

The role will be based at Ballet Cymru's studio in Newport during the production and touring period and will involve travel to venues within the UK. Ballet Cymru average approximately 3 venues a week during the touring weeks and return to company base wherever safe and appropriate.

Key responsibilities:

Planning

- Attend Technical Meetings and Rehearsals as necessary to assist with the formulation and dissemination of *Technical Specifications* of Ballet Cymru productions to theatres.
- Liaise with other company staff members to help to set up the running of education activities, open rehearsal events and other company events as necessary.
- Liaise with choreographers, lighting designers and colleagues to ensure open and constructive communication.
- Liaise with the technical teams at venues and other relevant contacts to ensure they have the information they need, and to mutually agree a timetable for the Get In, Performance and Get Out.

Production & Touring

- Help to safely load and unload all equipment from the touring vehicle to and from venues, ensuring the set is appropriate to the production and accounted for.
- Safely rig (Where a pre-rig is impossible) and focus venue lighting equipment.
- Assist in hanging sets, rigging and focusing and AV Video Projection equipment.
- Assist in setting up any sound system where necessary.
- Training is offered to potentially operate lighting and/or sound
- Help share the driving of technical vehicle from company base to venue (if a full clean UK drivers' licence is held)
- Apply your practical stage electrical skills, knowledge, and experience to assist the Team to ensure that productions are presented to the highest possible standard, and that the production team's creative and artistic vision is reproduced accurately and consistently.
- Assist with ensuring that areas used by Technical Department are kept clean and tidy, and that all equipment is correctly stored and maintained.
- Assist with the Get In and Get Out of toured equipment. contd./

Administration & Finance

- Work with the company Administrator and Technical Team to assist with the administration of time sheets, holiday records, and other staffing related data.
- Ensure, with the Technical Team, that the Technical Vehicle is properly maintained and cared for during the touring activities.
- Maintain a record of all money spent on Fuel in collaboration with Ballet Cymru's Administrator.
- Assist the Administrator and Technical team in gathering relevant data in accordance with recommended current Sustainable Touring practice

Health & Safety

- Assist with the promotion of a positive safety culture within the stage department, adhering to the Company's Health & Safety policy, rules, and regulations at all times.
- Produce and follow *Risk Assessments* whenever necessary.
- Produce and distribute *Access Riders* when necessary.
- Assist with ensuring high levels of public safety and stakeholder care and work in such a way as to promote a culture of safety.

General

- To behave in accordance with our values
- To maintain confidentiality and observe data protection and associated guidelines where appropriate.
- To always ensure compliance with our policies and procedures.
- To undertake any training appropriate to the post.
- Support initiatives designed to encourage the recruitment and development of a workforce that reflects the communities in which we work and perform

The duties in this job description are not exhaustive and may be altered at any time to reflect the changing needs of the organisation. The post holder will be required to undertake such duties and responsibilities as may reasonably be expected from time to time within the scope and grading of the post.

Person Specification

Touring Technician

The Ideal Candidate

- The desire to acquire new experiences and knowledge and to learn new skills.
- Focussed on the safe, practical delivery of technical aspects of productions
- Good driving skills focusing on safety (if a full/clean UK driver's licence is held)
- Good communication skills, both written and verbal.
- Self-motivated and pro-active with the ability to work calmly under pressure and prioritise conflicting demands.
- A sympathetic approach to people working under pressure in an artistic environment.
- The ability to work as a member of a small team as well as the ability to work independently or to supervise others.

Skills, knowledge, and experience

Essential:

- Knowledge and experience of theatre electrical and stage practices
- Knowledge and experience of lighting and sound systems
- A working knowledge of current Health & Safety practice relevant to the role
- A flexible approach to the requirements of the job.
- Eligible to work in the UK and have a UK passport

Desirable:

- Basic knowledge of ETC lighting desks (on the job training is offered).
- Hold a full, clean UK driver's licence, with good driving skills focusing on safety.
- Knowledge of working inclusively including creating inclusive spaces.
- A recognised Health and Safety qualification and/or the skills, knowledge, and experience to obtain a qualification with suitable training.
- Knowledge of Sustainable Touring Practice and The Theatre Green Book
- The potential to grow into amore senior role within technical theatre.
- Welsh language speaker/writer.

To apply

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Deadline for Applications: Monday 22 May 2023 Application submissions will be reviewed and shortlisted on receipt.

Shortlisted applicants will be invited to interview on an ongoing basis until the position is filled by the successful candidate.

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About Ballet Cymru

BALLET CYMRU is an award-winning professional ballet company, producing original professional dance performances which tour nationally throughout Wales and the UK.

The Company is committed to inclusion and innovation in dance and classical ballet, seeking original and imaginative ways to engage with all ages and abilities both locally in its hometown of Newport, and nationwide.

Alongside its touring activity, Ballet Cymru offers a range of accessible outreach programmes for young people and diverse communities to engage in dance up to professional level. The organisation is also involved in ground-breaking work in inclusive practice.

Ballet Cymru is a registered charity under the name Gwent Ballet Theatre Limited, and is revenue funded by the Arts Council of Wales.

More information on our new website

ballet.cymru



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