

Trainee Technician, artsdepot Application Pack

Introduction

Thank you for your interest in the Trainee Technician role at artsdepot. artsdepot strives to be an equal opportunities employer. We are committed to having a workforce that is representative of the community it serves at all levels of the organisation. We actively encourage applications from all backgrounds and sections of the community. We look forward to receiving your application.

About artsdepot

artsdepot is a leading multi art form venue and cultural hub in North London. Our venue incorporates a 395-seat main theatre, 151 seat studio theatre, gallery, Creation Space (artist development space), dance, drama and art studios, café and bar and other public spaces. Our main house (Pentland Theatre) is equipped as a counterweight flying space with raked seating and a state of the art adaptable hydraulic floor, enabling the venue to perform as a traditional theatre as well as a banqueting hall and a gig venue in mosh pit mode.

Every year, we welcome over 162,000 people to watch, learn or be inspired by our programme of shows and events. We are also host to undergraduate performing arts college London Studio Centre, who have a suite of studios and facilities both on and adjacent to our site.

The Role

This role is a brilliant opportunity to work across art forms on a wide range of events, and with a broad range of people and communities. artsdepot has over 90 permanent and casual staff, which includes Front of House and Technical teams who are at the forefront of customer engagement. You will be joining our in-house team of lighting and sound engineers.

Under the management of the Technical Manager and Senior Technician you will learn how to deliver safely and effectively all technical and practical aspects of artsdepot's work in all our spaces and any external locations as needed to the highest possible standard of efficiency and quality.

This role involves working across a variety of live performances including dance, children's theatre and music. You will also be required to do regular work outside of our performance venues, for example we have a gallery space which has installations out of term time, we also have an exhibition wall where we exhibit different artwork throughout the year.

The technical department is equipped with an ETC Ion lighting desk in both spaces, a Yamaha QL5 in our larger theatre and an Allen and Heath QU32 in our smaller space as well as a counterweight and hemp system in our main theatre, you will receive training on all of this equipment.

Programme of Activity:

To find out more about our work, please read our latest Social Impact Report on our website.
<https://www.artsdepot.co.uk/about>

Job Description: Trainee Technician**Purpose of Post**

This role helps deliver artsdepot's broad programme of shows and events, as directed by the Technical Manager, Senior Technician and Duty Technician. The ideal candidate will have a willingness to learn and strong interpersonal skills.

Reports to: Technical Manager and Senior Technician

Principal Responsibilities:

- Provide technical support to visiting companies in artsdepot
- To assist with and learn all aspects of a production, including but not limited to, operating lighting or sound during performances
- To learn and operate all stage functions, including the flying system and adaptable seating system if required
- Take personal responsibility for the safety of self and others
- Always promote a positive approach to Health & Safety and safe working practices
- Attend training when required
- Work with colleagues to maintain a clean, efficient, well-organised and safe physical working environment, ensuring all areas are kept in a clean and tidy manner
- Maintain high standards under pressure
- Develop strong working relationships with colleagues across Technical, Programming and Participation, Hires, Visitor Services and other artsdepot teams.

In addition, to undertake any other duty or responsibility that may reasonably be allocated by the Technical Manager, Senior Technician or Head of Operations. It is a requirement of the Trust that all staff work in a flexible manner compatible with their jobs and in line with the objectives the Trust must fulfil. Please note that the job description for this position may be reviewed and amended to incorporate the future needs of the department and the organisation.

Personal Specification**Essential**

- Over 18
- An interest in theatre and aspirations of working in the technical theatre industry
- Ambitious with a willingness to learn new skills
- Self-motivated and able to work well as an active member of the team
- Enjoy working practically and have a hands-on approach to using equipment and tools
- Able to communicate confidently, pleasantly and effectively with a wide range of people
- Demonstrable time-management skills
- Good numeracy and literacy skills
- Willing to work flexibly including evenings, weekends and public holidays
- Passionate about live performance and the arts
- Physically fit and able to lift and move heavy equipment in a safe manner
- Compliance with discrimination legislation and Equal Opportunities principles

Desirable

- Some knowledge of lighting, sound, AV or rigging
- First aid qualification
- Fire marshal trained

How to Apply

Please either email your CV, the Equal Opportunities Form (downloadable from our website) and your cover letter to - **recruitment@artsdepot.co.uk** or post to: Recruitment, artsdepot, 5 Nether Street, Tally Ho Corner, North Finchley, N12 0GA.

Closing date for applications: 10am on Monday 5 August

Successful shortlisted applicants will be invited to an interview in **week commencing 12 August**

Conditions of service

- Salary is £12,427 p.a. based on a 20 hour week
- 1 year fixed term
- The standard opening hours of artsdepot are from 9am until 11pm seven days a week, with earlier and later opening on occasions. The role involves working on a seven day rota including evenings and weekends.
- There will be no overtime payments, but time off in lieu will be given.
- You will be able to take 12.5 days holiday per annum excluding statutory public holidays.
- You will be expected to actively participate in the implementation of artsdepot's policies with regard to equal opportunities, safeguarding and health and safety.
- The Job Description outlines the duties required of this post to indicate the level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time. This will not change the general character of the job, or the level of responsibility outlined.

- It is a requirement that all staff work in a flexible manner compatible with their jobs and in line with the objectives of artsdepot. The Job Description for this position may be reviewed and amended to incorporate the future needs of the department and artsdepot.
- Probationary period of three months.
- Period of notice is one month.
- Detailed terms and conditions will be outlined in the staff handbook.

Equal Opportunities Commitment and Monitoring

artsdepot is committed to encouraging diversity and eliminating discrimination. Our aim is that our workforce will be truly representative of all sections of society and that each individual feels respected and able to give their best. As part of our commitment to developing our workforce to be reflective of our communities we are particularly encouraging of applications from individuals who are ethnically diverse, disabled, LGBTQ+ and from lower socio-economic backgrounds.

Please enclose the completed monitoring questionnaire with your application form. When the applications are received, the EO questionnaires are removed before any decision on shortlisting is made.

Working at artsdepot

The role will be based in the Technical Office on Level 3 of the building. It is a shared office space and has step free access. artsdepot is accessible for wheelchair users throughout the building. There are accessible toilets and lifts to all levels.

The nearest wheelchair-accessible underground station is Woodside Park, 0.7 miles from artsdepot. There are 10 disabled parking bays in the Aldi carpark below artsdepot, connected to the venue through a lift. Because of our programme and a resident dance college, the space can be busy and noisy at times. Guide dogs and assistance dogs are welcome.

The role includes using a computer and communicating via phone, radio, email and in person. This role includes heavy lifting and long hours.