



## **POSITION TITLE:** Technical Casual Staff

**REPORTS TO:** Head Technician

**AWARD:** Live Performance Award

**HOURS:** Casual hours as required. Uploaded to Deputy software system.

**INTERNAL LIAISONS:** All Gasworks Staff, Gasworks Producers, Artists, Project and Program Staff, Cleaning staff, Volunteers.

**EXTERNAL LIAISONS:** External hirers, Presenters, Event Producers, Artists, and the public.

## **Position Objectives**

1. Maximise the safe and efficient use of venues and assist clients to reach optimum performance.
2. Ensure delivery of a high-quality technical service. Operating lighting, sound, stage, and/or audio-visual equipment as required for the event.
3. Ensure safe procedures are practiced at all times and account for all Gasworks' assets and equipment.

## **Key Responsibilities & Duties**

1. Provide support to, and take direction from, the Head Technician.
2. Deliver venue technician services for venue hirers.
3. Ensure that all venue hirers comply with Gasworks' workplace policies and procedures including OH&S & fire regulations.
4. Demonstrate high professional standards of practice at Gasworks Arts Park.
5. May be responsible for opening and closing the building for some performances.
6. Supervise bump in/out.

## **Theatre / Light / Stage / Sound**

1. Operate lighting, sound, stage, and audio-visual equipment as required for each event.
2. Assisting with the staging, bump in and out of productions, events, and functions.
3. Carry out lighting duties including rigging, focusing, patching, lighting board and operation and associated paperwork.
4. Set up and the operation of audio and A/V systems as specified.
5. Develop a good working knowledge across all the major technical disciplines - Lighting, Sound, A/V and Staging software and equipment.



## Occupational Health & Safety

1. Ensure safe procedures are practiced at all times and account for Gasworks assets and equipment.
2. Act as Floor (or Chief, if required) Warden in the case of an emergency evacuation of the venue.
3. Assist and supervise all Venue hirers to ensure the safe and efficient use of the facilities and equipment.
4. Assist with maintenance of the venue and technical equipment.
5. Advise clients of any necessary repairs or removal on unsafe equipment.
6. Working knowledge and understanding of health and safety issues relevant to work activities and work area.

## Skills and Knowledge

1. Knowledge of Gasworks Policies & Procedures and OH&S requirements and the ability to take direction from the Head Technician and Senior Staff.
2. Understand backstage technical matters including rigging, focussing, cleaning and operation of lights; rigging and operating audio & A/V systems; and all stage machinery.
3. Operate lighting systems to professional performance standards.
4. Understand the principles of sound amplification and competent operation of audio and A/V to professional performance standards.
5. Understand the role of the technician in emergency situations.
6. Knowledge of OH&S and risk assessment.
7. Strong administrative skills

## Management Skills

1. Excellent time management and organisational skills.
2. Maintain accurate and legible records.
3. Performance etiquette - including a comprehensive knowledge of theatre protocol and terminology.
4. Ability to meet deadlines under pressure while recognizing the importance of consistency, timeliness, and correctly following procedure.

## Interpersonal Skills

1. Well-developed communication (verbal and written) and interpersonal skills.
2. Ability to work in a team environment or independently.
3. Ability to convey technical knowledge to non-technical people.
4. Experience in working with people from culturally diverse and linguistically diverse backgrounds.
5. Develop strong and respectful relationships - with all venue hirers, theatre users, contractors, and Gasworks staff.



## Key Selection Criteria

1. LIGHTING: including lanterns, patching, rigging and design and the programming of a computerised control desk. Competency on ETC Ion & Element would be favourable.
2. AUDIO: including microphone use, instrument amplification, amplifiers, speakers, effects equipment and sound mixing. Competency with Allen & Heath QU Series consoles, Qlab & both passive & active PA systems would be favourable.
3. AUDIO VISUAL: including data projectors and other conference equipment. Competency with Qlab would be favourable.
4. STAGING: including hanging of drapes and building of Rostra.
5. A calm practical temperament.
6. Ability to multi-task and problem solve with a high degree of attention to detail.
7. Polished public communication and interpersonal skills.
8. A collaborative approach with colleagues.

## Essential Criteria

1. Qualifications or Previous work experience - Proficient with staging, lighting, sound and A/V installation and operation in a theatrical/conference context.
2. Working with Children Check.
3. Sound knowledge of statutory requirements of various regulations relevant to the position and solid understanding and experience in risk assessment of projects, activities, and tasks.

## Desirable Criteria

1. Technical experience within a professional Performing Arts / Entertainment / Conference venue. Incl bump-in and bump-out procedures and the operation of technical equipment for theatrical productions.
2. Current First Aid certificate.
3. Construction Induction Card (White Card).
4. Working Safely at Heights / EWP < 11 m (Yellow Card).
5. Dogger's / Basic / Intermediate Rigger's Certification.
6. Electrical Test and Tag Certificate.
7. First Aid Certificate and CPR.
8. Fire Warden Certificate.
9. Current Victorian Driver's Licence.