

BELVOIR



SENIOR VENUE TECHNICIAN Information Pack

OCTOBER 2019



The Cast of *Counting and Cracking* Photo: Brett Boardman.

18 Belvoir St
Surry Hills NSW 2010

admin +61 (0)2 9698 3344
fax +61 (0)2 9319 3165
box office +61 (0)2 9699 3444

mail@belvoir.com.au
belvoir.com.au

COMPANY B LIMITED
ACN 002 866 828
ABN 97 002 866 828

Overview

Job Profile:	The Senior Venue Technician is a full time position in Belvoir's Production Department. The Senior Venue Technician is a key member of the Production team providing on the ground support and expertise across production disciplines in the planning, installation, operation and maintenance of Belvoir shows and Belvoir Street Theatre.
Hours of work:	40 hours per week (5 days), Monday to Friday. From time to time the spread of hours may vary to suit the nature of the work undertaken, including weekend and evening work. The position accrues Time in Lieu during Production Weeks.
Package:	10% employer contribution to superannuation 20 days annual leave per annum accrued pro rata 10 days personal leave per annum pro rata Free and reduced tickets to Belvoir shows and other industry events
Contract:	Ongoing 6-month probation period
Reporting to:	Head of Production, Technical Manager
Reports:	None
Salary:	Commensurate with experience
Starting:	ASAP
Application:	Please submit a CV (including the names and daytime contacts of three referees) and cover letter (no more than 2 pages) <i>addressing the selection criteria</i> . (Applications not addressing the criteria will not be considered).
Forward to:	Vyvyan Nickels, Officer Manager reception@belvoir.com.au
Deadline:	C.O.B Tuesday 12 November 2019



Luke Mullins and Paula Arundell in *Angels in America*, 2013. Photo: Heidrun Löhr

SENIOR VENUE TECHNICIAN

Summary of Job and Responsibilities

The primary purpose of the Senior Venue Technician is to provide technical support to Belvoir produced shows and externally produced shows or events being presented at Belvoir.

The Senior Venue Technician is expected to work show calls in the operation of sound or lighting or as an on-call venue technician on most Belvoir shows and events.

The Senior Venue Technician is also expected to be an active participant in theatre maintenance and the ongoing Health and Safety obligations of running a theatrical venue.

Job Description

- Responsible for technical operation of lighting, sound or staging when required for Upstairs Theatre productions when required
- Responsible for programming the computer lighting desk or Digital Sound Desk and Qlab during plotting sessions for both Upstairs and Downstairs Theatre shows as required by the specific production.
- Responsible, in conjunction with the Technical Manager, for preparing and supporting Belvoir's audio descriptive and captioning performances.
- Responsible for lamp, sound and vision check prior to each performance in both Upstairs and Downstairs Theatres and troubleshooting if required.
- In conjunction with the Technical Manager, the Senior Venue Technician is responsible for cleaning, repairing and maintaining all technical equipment including testing and tagging.
- Assist the Production Department with other general building maintenance, repairs and other general on-site production staff duties that may arise day to day.
- Provide technical support and assistance with the downstairs programs including 25A and external hirers
- Take a lead role in identifying and advising on rectification of potential WHS issues
- Become a fire warden and maintain a register of fire wardens and first aid officers
- Participate in WHS related training as required
- Provide technical support and operation of Belvoir events outside of normal programming

Selection Criteria

- Proven high Technical expertise and technical problem-solving skills
- Proven high standard of oral communication
- Proven ability to work as part of a team
- Proven high standard of attention to detail and 'follow-through'
- Experience in lighting and sound operation, preferably in an arts or events organisation
- Experience in the use of ETC lighting consoles is desirable
- Experience in the use of digital sound desks and sound based software e.g. Qlab is desirable
- Experience in the use of staging equipment
- Experience in working with a wide range of people and working in a changing and dynamic environment
- Experience in computer networking and networked show control protocols such as OCS is desirable
- Knowledge of bump-in and bump-out schedules and procedures
- Knowledge of Occupational Health and Safety issues, particularly in theatre
- Demonstrated interest, sensitivity and compatibility with actors, artists and the creative process.

Company Information

When the Nimrod Theatre building was threatened with redevelopment in 1984, more than 600 people – ardent theatre lovers together with arts, entertainment and media professional - formed a syndicate to buy the building and save the theatre. Thirty five years later, Belvoir St Theatre continues to be home to one of Australia's most celebrated theatre companies.

Belvoir engages Australia's most prominent and promising playwrights, directors, actors and designers to realise an annual season of work that is dynamic, challenging and visionary. As well as performing at home, Belvoir regularly takes to the road, touring both nationally and internationally.

Both the Upstairs and Downstairs stages at Belvoir St Theatre have nurtured the talents of many renowned Australian artists: actors including Leah Purcell, Cate Blanchett, Jacqui McKenzie, Wayne Blair, Toby Schmitz, Robyn Nevin, Deb Mailman and Richard Roxburgh; writers such as Tommy Murphy, Rita Kalnejais, Lally Katz, Matthew Whittet and Kate Mulvany; directors including Eamon Flack, Anne-Louise Sarks, Simon Stone, Benedict Andrews, Wesley Enoch, Rachael Maza and former Artistic Director Neil Armfield.

Belvoir's position as one of Australia's most innovative and acclaimed theatre companies has been determined by such landmark productions as *The Glass Menagerie*, *Angels in America*, *Brothers Wreck*, *Ivanov*, *Neighbourhood Watch*, *The Wild Duck*, *Medea*, *The Diary of a Madman*, *The Blind Giant is Dancing*, *Hamlet*, *Cloudstreet*, *The Book of Everything*, *Keating!*, *Exit the King*, *The Sapphires* and *Who's Afraid of Virginia Woolf?*

In 2019 Belvoir produced its biggest show ever *Counting and Cracking* at Sydney Town Hall. It was a sell- out season and was also part of the Adelaide Festival. It won seven Helpmann awards including Best Play and Best New Australian Work.

Belvoir is one of the 29 Major Performing Arts companies and receives both state and federal funding which amounts to around 19% of income. Other income is derived from box office, development and commercial activities. The company is managed by a Board of Directors which is chaired by Sam Meers. The current Artistic and Executive Directors are Eamon Flack and Sue Donnelly.

More information, including annual reports and seasons, can be found at: www.belvoir.com.au



Xavier Samuel and Andrea Demetriades in *The Dog / The Cat*. Photo: Brett Boardman.