

Role Description

Theatre Technician - Casual



Title	Theatre Technician - Casual
Classification/Grade/Band	Band 1 Level 4
Group/Unit/Section	Community and Recreation Services / Community and Culture / Arts and Culture
Reports to	Team Leader Theatre Operations

Vision

A vibrant organisation doing great things.

Purpose

To provide valuable services that strengthen and support the Central Coast Community

Values

Decisions, actions and behaviours are governed by our Corporate Values; Be Safe, Serve, Collaborate, Improve, Be Your Best and Be Positive. All employees have a responsibility to uphold and champion these values.

Primary Role Statement

In contributing to the overarching vision and purpose, the role of Theatre Technician - Casual is responsible for providing exceptional technical support services to all users of the venues and events.

The position of Theatre Technician - Casual is required to provide quality customer service and create value for the community.

Key Duties and Responsibilities

- Setup and operation of professional audio and vision equipment, including digital audio consoles;



- Setup and operation of professional lighting fixtures, consoles and power distribution systems;
- Operate and maintain single purchase counterweight flying system;
- Liaise with artists and clients regarding technical requirements;
- Maintain plant and theatre equipment and consumable theatre items to ensure the venue is well presented to the public and complies with relevant statutory requirements and industry standards including accurate records of assets maintenance and replacement schedules;
- Building and setup of sets on stage according to plans;
- Perform any other duties, tasks or projects the employer may assign, having regard to the incumbent's skills, training and experience.

Authority and Accountability

- Take care of your own health and safety and that of others. Comply with any reasonable instructions and apply Council's Safe Systems of Work consistent with the Responsibilities, Authorities and Accountabilities of your role;
- Decisions are either guided by practices, procedures and precedent or made in consultation with the immediate supervisor;
- Decisions affect the work and activities of others within the work group or team;
- The work of the Theatre Technician - Casual influences the community within a specified service line through the application of technical skill or application of regulatory requirements;
- The Theatre Technician - Casual complies with operational requirements in cooperation with or under the supervision of other employees. Other employees or members of the public may be affected by the employee's acts or omissions;
- Has little or no responsibility for budget development;
- Look for ways to save costs. Be conscious of budget constraints and be aware of cost implications of own actions within own work area.



Personal Attributes

- Be adaptable, flexible and focused when dealing with change;
- Represent Council honestly, ethically, professionally and lead by example;
- Be committed to achieving work goals and maintains motivation when tasks are challenging and actively seek feedback from colleagues and stakeholders;
- Be responsive to the input of others and works to understand their perspectives.

Interpersonal Skills

- Listen to others and asks appropriate, respectful questions and monitors non-verbal cues and adapts behaviour accordingly;
- Support and promote a culture of quality customer service identify and respond quickly and provides solutions to meet customers' needs;
- Build a supportive and cooperative team environment, share information and learning across teams and solve issues and challenges in collaboration with others;
- Respond to conflict without inflaming the situation and knows when to refer to a supervisor for assistance and/ or withdraw from a conflict situation.

Business Enablers and Technical Skills

- Complete tasks to agreed budgets, timeframes and standards without guidance and contribute to the allocation of responsibilities and resources to ensure achievement of team goals;
- Understand the team/ unit objectives and responds proactively to changing circumstances and adjust plans and schedules when necessary;
- Identify issues that may impact on task completion and provides appropriate solutions;
- Understand delegations and act within authority levels;
- Exercise fiscally responsible behaviour and remain up to date with financial delegation processes;
- Support system improvement initiatives and embrace new technologies.



Team Work

- Recognise and acknowledge individual/ team performance;
- Monitor and use resources responsibly to achieve team objectives;
- Accommodate changing priorities and respond flexibly to uncertainty and ambiguity.

QUALIFICATIONS

Essential

- Current Working with Children Check

Desirable

- Work safely at Heights Statement of Attainment;
- EWP Operator Licence – Yellow Card (VL, BL);
- Senior First Aid Certificate.
- Certificate III in Live Production & Events or related field OR demonstrated equivalent qualifications including relevant extensive experience;
- Current Class C Drivers Licence.

EXPERIENCE

- Demonstrated industry experience in Entertainment technology support within a venue and/or Entertainment production company;
- Demonstrated experience in the setup and operation of professional audio equipment including Digital Audio Consoles;
- Demonstrated experience in the setup and operation of professional lighting equipment;
- Demonstrated knowledge of, and experience in, the operation and maintenance of counterweight flying systems and entertainment rigging systems or willingness to undertake relevant training;
- Demonstrated ability to work productively with professional, non-professional and community groups in the presentation of a range of performance styles and formats;



- Demonstrated ability to communicate effectively both verbally and in writing with staff and the public;
- Demonstrated ability to work to a high level of efficiency to achieve deadlines in a high-volume work environment;
- Proven ability to work in a strong team environment as well as unsupervised;
- Demonstrated willingness and ability to work a variety of shifts on a Monday to Sunday basis and including nights.

Key Relationships

Internal	External
Section Managers/Team Leaders	Members of the Public/residents/ratepayers
Other Council employees (not including direct reports)	Community Organisations – service clubs etc.
	Professional/Industry associations including Unions
	Local Business

