

Date Updated: 30 January 2019

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Knox Explorer Reference: F17-26670

Doc Number: D19-32949

# Theatre Technician – Casual Brief

## About Knox Community Arts Centre

The Knox Community Arts Centre is located on the corner of Mountain Hwy and Scoresby Road in Bayswater. It consists of 2 function spaces, including a 170 seat theatre and a 50 seat function room.

The venue hosts a variety of activities including theatre, live music, film, cabaret, dance, musical theatre, conferences and functions.

Some of our previous performances include Karen Knowles, Grace Knight, the Comedy Festival Roadshow, local amateur theatre group productions, local dance group performances and high school productions.

## Role Overview

The role of Theatre Technician – casual contractor will be a role that reports to the Head Theatre Technician, KCAC and operate as part of a small team at the venue, comprising a Box Office Administrator and Team Leader.

The role involves setting up, programming and operation of technical equipment for a variety of different live events. These include live music concerts, theatre productions, musicals, dance concerts, corporate presentations, film screenings and comedy shows.

The position is a casual contract position, in which technicians are booked for events as required, working on both KCAC programmed shows, as well as hirers shows and productions.

This will comprise approximately 4 shows per month, usually on weekends during the afternoon and evening, and may increase in busier months.

These shifts may involve supporting other technicians or working as the sole responsible technician for the event.

All technicians are to wear black clothing and present professionally to hirers, as representatives of Knox City Council.

An understanding of either lighting or audio, plus a basic overall understanding of theatre and live events is required for the position. However, onsite training will be provided for any gaps in operating skills.

### Key Duties

- Prepare the theatre, set up, program and operate audio, lighting and visual equipment to the highest standards for professional and hirers shows according to their technical specifications.
- Assist and supervise bump ins/outs of theatre hirers and professional shows.
- Provide creative expertise to hirers in order to improve efficiency, safety and overall show quality.
- Ensure all audio, lighting consoles and lighting rigs used for a show are put back to standard after bump out in line with OHS requirements.
- Complete show reports, incident reports and provide feedback to Senior Technician.

### Required skills and experience

- Experience programming and operating digital/analogue Audio mixing consoles, setting up microphones, mixing live music.
- Experience programming and operating digital Lighting Consoles. Setting up, patching and focus of fixtures, LEDs, moving lights and custom-designed fixtures. Strong understanding of DMX and Artnet protocols.
- Experience setting up visual media and presentations for clients. Able to use software to combine graphics for theatrical and corporate use.
- Experience in patching within a venue/stage, for audio, lighting, vision and networking.
- Strong Troubleshooting skills for AV equipment related problems.
- Strong creative skills in providing solutions for theatrical shows.
- Strong communication and leadership skills in managing large groups of people of all ages. Ensuring all patrons/cast/crew are operating safely and respectfully within the venue.
- Able to work effectively and responsibly as sole technician on duty, as well work well as part of a creative team.
- Able to operate efficiently in fast paced live environments and manage time effectively, by keeping hirers/productions on schedule and within booking times.

### Preferred skills and experience

- Experience operating MA2 Lighting Consoles (OnPC)
- Experience operating Allen & Heath Audio Consoles (QU Series)
- Experience operating QLab, Multiplay or other sound related software
- Experience operating PowerPoint, Resolume or other visual related software

### Terms

It is a requirement that all contractors to Council must:

- Have a registered ABN and can provide invoices for payment of services
- Have no pre-existing injuries that would prevent the contractor to carry out the various physical requirements of the role including lifting, bending, walking, use of stairs and ladders, sitting for long periods