



JOB DESCRIPTION

Job Title: TECHNICIAN

Context

Watermans is a multi-disciplinary arts centre, housing a 239 seat theatre, a 125 seat cinema, a gallery space, two other exhibition areas, a studio, a restaurant and bar, and a foyer area with a standing capacity of 500, all of which provides an adaptable range of facilities for an extensive programme of cultural activities and entertainment. Watermans also programmes and manages Bell Square in Hounslow – the exciting outdoor arts space.

Watermans is located at the eastern end of the London Borough of Hounslow and plays an important role in both local and regional arts provision. The borough has an ethnically, socially and economically diverse population, and Watermans' policies reflect the Centre's commitment to meeting the artistic needs of the local and wider communities it aims to serve.

Working Principles of Watermans

Watermans is operating in a rapidly changing environment that is both exhilarating and demanding. All our staff must be committed to a common set of principles and to sharing key ground rules:

1. Providing a high quality, exciting, coherent programme is at the heart of Watermans' artistic policy.
2. The needs and aspirations of audiences and users are key to informing and inspiring all aspects of Watermans' work.
3. We operate as an Equal Opportunities employer, and equality both in the workplace and in service delivery is given the highest possible priority.
4. We operate as a team. Each member of staff needs to be able to give and to take feedback.
5. Planning, monitoring and evaluation are collaborative activities: we all have a role to play in them.
6. We are committed to working collaboratively with external partners, including other cultural providers, local authorities and the regional and national arts funding system.
7. We are willing and open to incorporating relevant change into our working practices. Sometimes this means initiating change ourselves and sometimes it means responding to changes in our work environment.

Purpose of Post

- To work as part of Watermans' Technical team, to provide technical support to all aspects of Watermans' programme.
- To work both within the venue and on outdoor events.

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Hounslow Arts Trust Ltd

Responsibilities

1. To undertake tasks in the preparation and presentation of Watermans' programme as scheduled by the Technical Manager, and working across all areas of Watermans' operation including the preparation of exhibitions. Such tasks to cover the following:
 - To be responsible for the rigging, operation and first line maintenance of lighting and sound equipment, both portable and permanent.
 - To liaise as required with visiting companies/artists over their technical requirements.
 - To undertake stage management duties as allocated, maintaining high standards of professional support for all companies in all Watermans' spaces, including providing logistical support for offsite spaces.
 - To provide technical support for the Visual Arts and Digital and New Media programme in the preparation and presentation of exhibitions and events.
 - To support the Participative Arts programme, assisting in the technical aspects of those events.
 - To work as a cinema projectionist as required.
 - To assist, as required, with the execution of format changes in any of Watermans' spaces, and to prepare such spaces for meetings/rehearsals and functions as necessary.
 - To carry out maintenance duties throughout Watermans, as directed by the Technical Manager.
2. To be assiduous in establishing and maintaining for Watermans, a reputation for high quality technical skill and support for all visiting companies.
3. To commit to a high level of customer service that will inform decision making and influence the delivery of services, exceeding the expectations of customers.
4. To provide reports and information as may be required in the execution of these duties.
5. To work as a team with other member of the Watermans' staff, committing to the achievement of Watermans' organisational goals, and both recognising and supporting the contribution of each member to that common purpose.
6. To undertake any training provided by the Trust appropriate to the post.
7. To commit to the Watermans' Equal Opportunities Policy and practice.
8. To undertake any other duties commensurate with these responsibilities as management may require from time to time.

Responsible to: **The Technical Manager**

Responsible for: **N/A**

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PERSON SPECIFICATION

Essential Experience and Attributes

1. Demonstrable experience of working in the technical side of a performance venue, working with live performance arts.
2. Experience and knowledge of rigging and operating sound systems, both digital and analogue.
3. Experience of theatre lighting systems; rigging and operating.
4. Experience and knowledge of installing and operating projection and AV systems
5. Ability to carry out manual handling tasks and work at height.
6. Current driving licence and ability to drive a van.
7. First-line maintenance and fault-finding skills.
8. Knowledge of current Health and Safety regulations
9. Ability to use own initiative with procedures
10. A willingness to develop the necessary skills to be able to support the full range of activity at Watermans, undertaking such training as may be deemed appropriate by the Technical Manager.
11. A demonstrable ability to work as a member of the team.
12. A demonstrable commitment to high quality standards in the execution of the work.
13. The ability to work flexibly, including evenings and weekends.
14. Excellent verbal and written skills

Desirable Experience and Attributes

1. Experience of working across a variety of art-forms, including outdoor events
2. Experience of digital cinema projection
3. Able to supervise and train casual technical staff and work experience students.
4. Ability to speak a relevant foreign language, especially French or Spanish.

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