

the Albany



Technician

Information Pack

About the Albany

The Albany is an arts centre committed to representing the extraordinary creativity and diversity of Deptford, Lewisham and South-East London. Each year over 60,000 people attend our events, ranging from music to theatre, spoken word and family performances; and take part in our award-winning participatory projects for young people and adults over 60.

Alongside four performance spaces, a bar, café, garden and coworking hub, we offer a range of low-cost rehearsal space, meeting rooms and offices for community and creative businesses. We aim to foster a welcoming and inclusive space where everyone is inspired to be creative, and where artists are supported and developed, in part through programmes such as our Associate Artists and Creative Communities schemes.

The Albany has 23 resident organisations, and manages and programmes Deptford Lounge on behalf of Lewisham Council. We are co-lead of the national Future Arts Centres network and lead partner of Fun Palaces.



Responsible to:
Technical Manager

Salary:
£28,000 - £32,000, pro rata per annum, dependent on experience

Hours:
Full-time (hours as necessary, 40 hours per week including breaks), including regular evening, night and weekend work

Contract:
1 year fixed term, potential to extend to Permanent

Key Contacts:
Albany Production and Visitor Service teams, Creative Engagement & Programme teams, Business Development team, Deptford Lounge team

Closing Date:
12pm - 7th June 2024

Interview Date:
17th June 2024

Benefits:
25 holiday days per annum, plus bank holidays, stakeholder pension scheme, complimentary tickets to Albany performances, Albany CaffA discount, training and development opportunities, health and wellbeing support, hybrid and flexible working policy



Albany Values

Open and welcoming

We foster an inclusive space, both physically and culturally, where anyone can feel welcome and heard.

A home for ideas, creativity and action

Everyone has the potential to be creative. We believe that creativity can make real change for individuals and on urgent issues around social justice and the climate crisis.

A connector of people

We put our communities at the heart of any process. We share our knowledge to shape change and create something better for everyone.

Responsive and flexible

We're co-operative, willing to listen and adjust our approach according to the task in hand.

Committed to representing the extraordinary creativity and diversity of Deptford and Lewisham

We are deeply rooted in Lewisham and South East London. We advocate for its residents, representing the diversity of our borough and the voices of Black and Global Majority people

Adventurous and ambitious

We believe that a sense of adventure is essential to achieving our vision. While we are rigorous in our approach and celebrate our successes we're not afraid to try something new.

What will you be achieving?

The Technician provides high quality, all round technical support (lighting, sound, stage, video, stage management) for receiving & producing plays, gigs, events, other collaborative projects and private hires as well as maintenance for all Albany venues and equipment including our partner site, Deptford Lounge.

You will deliver consistently high personal & production standards to artists, staff, participants and other venue users. Using safe working methods, current technical standards and contribute to the Albany's vision as a leading venue for excellent and diverse performance art.

You will be able to plan and work independently as well as deputise for the Technical Manager as required.



What will you be achieving?

Key Responsibilities

Technical Work

- To rig, operate and program lighting, sound, video and rigging equipment alongside stage and scenic construction for shows and events from every genre of performance and technical discipline
- Support these technical requirements for all Albany activity with visiting companies, in-house productions and resident companies both in and outside our venues
- Take responsibility for the successful and timely completion of get in's, fit ups, rehearsals, tech sessions, notes, get outs and other production-based activities
- Assist in adapting lighting and other technical designs to our spaces and occasionally design for events
- Maintain electrical, technical and digital resources of the building as a whole, with specific responsibilities for the technical equipment including in-service inspection and testing
- Act as the venue's lead technician and supervise casual and freelance technical staff, providing leadership, guidance and support as appropriate
- Draw and update technical plans for shows and performance spaces
- Act as Duty Technician during sessions operated by incoming productions
- Deputise for the Technical Manager as directed, acting as a first point of contact for assigned events and internal technical requests
- Contribute to and lead production meetings

Health & Safety

- Ensure backstage areas and storage is kept clean, tidy and complies with in-house Health and Safety Policies
- Write and update Risk Assessments and Method statements
- Act as Fire Warden and First Aider, full training will be provided

General

- Be a key holder for the building
- Generally, assist the visitor services team, including occasional venue management
- Have an awareness and passion for new products, equipment and techniques and highlight their potential to colleagues
- Collaborate, build and maintain positive working relationships with visiting companies, resident companies and the Albany team
- Uphold the Albany's policies and work actively within relevant policies including the Health & Safety, Equality and Diversity, Access, Customer Care and Safeguarding of children and vulnerable adults



Person Specification

What we're looking for from you

Please demonstrate your experience with this criteria in your personal statement. We welcome applicants who can demonstrate experience of the following in a wide variety of ways, including with non-traditional work experience.

If you only have experience with some of these points, please do still apply!

- Evidence of substantial experience and track record of successful working in the technical department of a professional performance/ live music environment at a consistent and high level
- Ability to work independently with the capacity and attitude to ensure we always deliver high quality and successful events
- Ability to interpret and create technical drawings and lighting plans
- Ability to adapt lighting designs to the spaces and sometimes produce designs for events
- Operation of FOH sound and foldback in a live sound environment

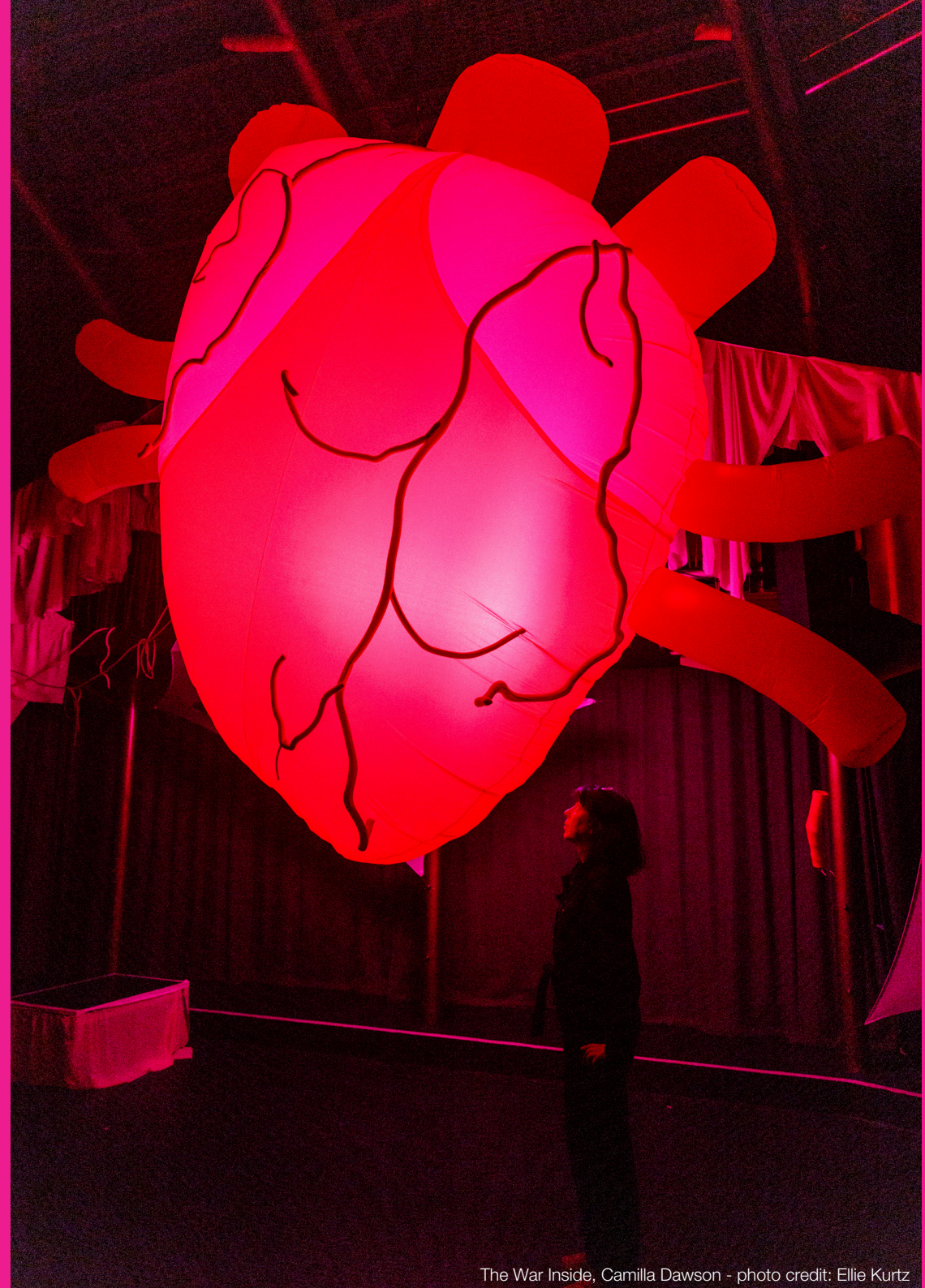
Working knowledge of all technical disciplines including lighting, sound, video, stage, rigging and stage management. Ideally including a working knowledge of:

- Yamaha digital sound consoles
- QLab 5
- One of: GrandMA, Chamsys or Avolites lighting desks
- Some experience of ETC lighting desks
- Some stage/event management experience
- Ability to plan and organise your own and other's workload and work effectively in a busy and demanding environment
- Experience of team leadership and supervising the work of others
- A flexible, proactive and solution-based approach to work, with good time management skills
- Flexibility to work unsociable hours, incl. nights, weekends and Bank Holidays

- Physically fit, able to perform manual handling tasks and comfortable working at height
- Highly self-motivated, able to find effective solutions to practical problems and to take responsibility for appropriate decision making
- Strong communication skills with a range of people and environments
- Strong customer care skills, including working with people with access needs
- Knowledge of current Health & Safety guidance, standards and legislation

We're looking forward to hearing from you.

We welcome feedback about how you found your recruitment journey with us - you can contact us at: vacancies@thealbany.org.uk.





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The Albany is a registered charity number 1112521
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**ARTS COUNCIL
ENGLAND**

