



Position Description – Technician, Staging

About Arts Centre Melbourne

Situated in the heart of Melbourne's cultural precinct, Arts Centre Melbourne (ACM) presents world-class performing arts in a year round exciting program. Experience Australia's best performing arts companies and exceptional international productions, alongside celebrations of comedy, cabaret and popular music.

Our values describe behaviours we will demonstrate in our interactions with Visitors, Presenters, Government and each other: Leadership, Community, Care More and Creativity.

About the Business Unit

The Production department sits within the Performing Arts pillar and comprises of a team that delivers production services for ACM across Staging, Lighting, Audio, Broadcast, Wardrobe, Stage Management, and Safety/Training to enable the safe and efficient delivery of events across all of our venues and spaces.

The Production Team is responsible for meeting the Trust's strategic aims to:

- 1) undertake a series of events of world significance every year
- 2) Incorporate and promote innovation and style in the development and delivery of our programs, ensuring their relevance to Melbourne, Victoria and Australia
- 3) Develop and utilise all our assets, working across our whole estate externally and internally, and linking the experience of the Arts Centre through to the Bowl
- 4) Grasp the opportunities for arts and culture within the digital sphere
- 5) Have a collaborative approach to working with our partners, seeking to promote the most the most significant achievements possible
- 6) Establish a leading reputation for excellence in theatre technical training, management and leadership

About the Position

Primary Purpose To deliver effective Staging services to ensure optimum efficiency and success in the presentation of productions.

Reports to Manager, Staging

Direct Reports None

Key Relationships
Internal
 Production Managers, Programming, Presenter Services, IT, Facilities teams.
External
 Presenters, hirers, artists, other venues, suppliers

Position Type Casual and Variable Time

Salary Classification Band 2.1

Financial Delegation As per the current Financial Delegation Policy

Key Criteria	
Qualifications	<p>Possess a relevant trade qualification, Diploma or higher at a recognised institution or equivalent extensive experience working within the entertainment industry.</p> <p>Dogman, Basic or Intermediate Riggers licence, Fire Emergency Warden training, Elevated Work Platform licence, Occupational Health and Safety and 'in house' equipment relevant to the position are preferred.</p>
Experience	<ul style="list-style-type: none"> • Knowledge of all aspects of theatre staging, including the relevant needs of opera, drama, dance, concert production including the repertory format • Knowledge and understanding of the theory involved in staging concepts and how to utilise this knowledge to achieve and create specific staging and artistic effects, as well the contribution to the overall professional effect of the production. Experience is required to be able to apply this knowledge for different situations and venues including outside events and broadcasts • A knowledge and appreciation of materials, processes and techniques relevant to scenery used in theatre events and productions. • Experience and knowledge of weights, loads, speed and capacity of ropes and winches to ensure safe operation. • Knowledge of ropes, knots, whipping, splicing, and basic trade skills in painting and carpentry. • Experience and knowledge in the use of basic hand and power tools including the appropriate safety requirements of their use. • Knowledge and understanding of staging procedures and techniques including manual handling, cloth tying, folding and rolling, dance floor rolling and handling, basic theatre rigging, toggling, floor laying and flat carrying. • Some experience in Fly system operation • A working knowledge of PLC procedures and automation techniques used in theatre including E-stop procedures. • Strong service ethic and understanding of production and presenter needs • Demonstrating a clear understanding of "performance" etiquette, including a comprehensive knowledge of theatre traditions, protocol and terminology. • The ability to work under pressure, to prioritise work and resolve problems quickly and efficiently to ensure daily deadlines are achieved • An understanding of other technical departments work practices in Production, to ensure smooth delivery of events and services • Knowledge of all ACM venues and the technical facilities and capabilities available is highly desirable.
Other (i.e. legal or physical)	<ul style="list-style-type: none"> • General office work from time to time, with a strong emphasis on manual work while maintaining safe OH&S practices is required including outdoor and remote locations when required • May be required to work at height • Must be able to lift and carry technical equipment. • Ability to make quick decisions under pressure. • Due to the nature of work within the theatre environment this can involve long hours, irregular work patterns & heavy physical work

Accountabilities

- Ensuring OH&S procedures are adhered to and followed by our team and presenters for all performances, events and activities across the ACM precinct
- Excellent interpersonal skills when dealing with the team, presenters and hirers whilst ensuring the highest level of service and presentation is maintained at all times
- Actively contributing to the success of the Staging team and the wider organisation
- Providing technical support, guidance & advice to presenters and hirers in the delivery of the Staging team's outcomes
- Working collaboratively and as part of a Team across all ACM's venues and performance spaces
- Ensure high standards and technical precision maintained throughout rehearsals and all performances ensuring presenter satisfaction & customer focus for successful event delivery
- Participate in the pre-production, rigging, rehearsal, performance and de-rigging of shows and events in line with presenters requirements
- Provide input in to Safe Working Method Statements and Risk Assessments to mitigate risk around the use and operation of technical equipment and show specific processes
- Perform other duties and tasks as directed by supervisors

Decision Making

- Under the broad direction of the Supervisor, Staging and Senior Technician, Staging, this role will provide input into decisions of staging installation and operation to achieve a high standard of event and performance delivery