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Sadler's Wells

Touring Technical Manager

Fixed-term contract on production of *Neighbours*



Credit: Brian Ca



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Welcome

Thank you for your interest in joining Sadler's Wells. We hope that it will be a great opportunity for you in your own career.

Sadler's Wells holds fast today to the vision that Lilian Baylis instilled here almost a century ago: that great art should belong to everybody. Our mission is to make and create dance that inspires us all, and our vision is to create, through dance, a depth of connection beyond borders, cultures and languages, so we see ourselves in each other.

When artists and audiences talk about Sadler's Wells, they use the words: 'innovative, exciting and risk-taking'. Trying new things is part of our core purpose, and it's more important today than it has ever been.

This is an exciting and complex time in the theatre's history as we recover from the impact the coronavirus pandemic has had on our business model and work towards opening a fourth venue in Queen Elizabeth Olympic Park in east London in 2023.

This fixed-term role will offer you the opportunity to bring your ideas, passion, knowledge and experience to Sadler's Wells. In return, the successful candidate will be part of a strong and supportive team in a world class arts organisation.



About the Production

A new production with Rauf "RubberLegz" Yasit and Brigel Gjorka, interfacing urban and classical contemporary dance. The production will be accompanied by music from Rusan Filiztek. For more information please visit: <https://www.sadlerswells.com/on-tour/current-productions/neighbours/>

The production is designed to be lightweight to tour, with all technical elements of the show travelling as part of the Touring Technical Manager's excess baggage.

The Role

The show will tour with a minimal team which includes the Touring Technical Manager and the Producer, with the 2 dancers. An additional member of the technical team will join to help with live sound at sites where live music will be played.

Production dates: Monday 21 February – Thursday 24 March 2022
There will be additional touring dates from Summer/Autumn 2022 onwards.
These will be confirmed at a later stage.

Locations: Angers, France
London, UK
Pau, France
Mulhouse, France

Pay: £868 per week

Holiday: 28 days per annum, pro rata

Closing date: Wednesday 19 January 2022
We aim to contact candidates as the applications come in. Once a suitable candidate is appointed, this vacancy will close without further notice.

What are my responsibilities?

Venue preparation

- Be responsible for technical management including re-lighting the work, and implementing the sound (when not live), and all technical elements of the production on tour including the following:
 - Organise and oversee the installation of technical equipment, set elements, props and costumes in each tour venue
 - Oversee the realisation of any lighting design, or sound elements
- As requested by Head of Production, liaise with venues, in advance, ensuring the technical requirements of the production can be met, making alternative arrangements where necessary to ensure the design and integrity of the production
- Organise any freight between Sadler's Wells' stores and the relevant venue, if required. This may include:
 - Obtaining quotes from freight companies
 - Being responsible for the relevant documentation to ensure the safe and legal transit of any set, prop, costume and production items. This includes making up carnets, item lists for bonds, or photographic lists for non-English speaking territories
- Ensure masking and dance floor are in place, neat and tidy; the stage set and safe for dancers prior to them entering the space
- Oversee and instruct the focus of the lighting rig
- Oversee and instruct the setting up and balancing of the sound system (when the music is being played from a recorded track)
- Replot the lighting for the show, with the aid of local technical staff, onto the house console
- Instruct local staff on any costume requirements and maintenance
- During performances, operate Lighting (and Sound when recorded), and liaise with venue staff to ensure the company are called to the stage and then cued on as required

General

At the venue

- Oversee the agreed technical aspects ensuring they are adhered to, including: technical requirements; crew calls; schedules; space and equipment requirements; and, technical hires etc.
- Inform the Producer of any technical issues that arise
- On the completion of a performance, to write and distribute the show reports
- Live, breathe and role model our organisational values of Excellence, Collaboration, Inclusion and Innovation, being aware of the influence and impact you can have at Sadler's Wells
- Oversee and guide the venue in any rigging of lighting as per the agreed plan

- Be responsible for ensuring that the Sadler's Wells Health & Safety Policy and the productions risk assessments and method statements are adhered to
- Attend all meetings, get ins, fit ups & get outs, rehearsals, media calls and performances as required
- Be available out of hours, as necessary
- Attend occasional staff meetings, training sessions and other events which may take place outside normal working hours
- Undertake other duties as may be reasonably required
- At all times to carry out duties and responsibilities with regard to Sadler's Wells' Equality, Diversity and Inclusion and Health and Safety Policies. This may include providing assistance with evacuation procedures or building searches in the event of an emergency at any of Sadler's Wells' premise

THIS JOB DESCRIPTION IS A GUIDE TO THE NATURE OF THE WORK REQUIRED OF THIS POSITION. IT IS NEITHER WHOLLY COMPREHENSIVE NOR RESTRICTIVE AND DOES NOT FORM PART OF THE CONTRACT OF EMPLOYMENT.

Who should apply?

The successful applicant will demonstrate the following skills and experience:

Essential

- Previous touring experience
- Experience in technical theatre such as sound, light, and stage craft
- Working knowledge of lighting control programming
- Experience of relighting productions
- Self-cueing and operating lighting and sound systems
- Practical problem-solving abilities, with the ability to remain calm under pressure
- In-depth knowledge and experience of Health & Safety practices
- Must currently hold the Right to Work in the United Kingdom

Additional, but not essential

- CAD Drafting Skills
Experience in drafting and use of carnet documents

Making an application

A Job Description and Person Specification are included in this document. We invite candidates to apply with their CV. Please find further details and information on how to apply [here](#).

If you would like support or have any queries regarding the format or submission of the application, please contact us on recruitment@sadlerswells.com.

We therefore welcome applications from people from all backgrounds who feel they align with our mission, vision and values. We are international and multicultural on our stages, and we want to reflect that in our organisation. By celebrating difference and incorporating diverse points of view and experiences, we can become closer to our artists, audiences and the communities we serve.

We are proud to be a Disability Confident employer meaning we have been certified by the government as actively taking steps to attract, recruit and retain disabled workers. We understand that some disabled colleagues will need adjustments to help them perform to the best of their ability – these can be changes to the built environment and furniture, the tools and technology they use in doing their job, aspects of the role, ongoing support or working arrangements.

Sadler's Wells also works collaboratively with Parents in Performing Arts (PiPA) in efforts to support parents and carers within the industry.

We welcome all applications by 11:59pm GMT on 19 January 2022. We aim to contact candidates as the applications come in. Once a suitable candidate is appointed, this vacancy will close without further notice.

Background information

Sadler's Wells is a world-leading creative organisation, dedicated to presenting, producing and touring dance made today in all its forms. Sadler's Wells commissions, presents and produces more dance than any other theatre in the world – from tango to hip hop, ballet to flamenco, Bollywood to cutting-edge contemporary dance. With an innovative, year-round programme of performances and learning activities, this is the place where artists come together to create dance, and where we welcome everyone to experience dance and be inspired.

Our aim is to reflect and respond to the world through dance: enabling artists of all backgrounds to create dance that moves us and opens our minds; sharing those experiences with the widest possible audiences to enrich their lives and deepen their understanding of what it means to be human.

In normal times, over half a million people come to our theatres in London each year, with many more enjoying our touring productions at partner venues across the UK and in cities around the world. Sadler's Wells Theatre has been located in Islington since the 17th century. Our modern day theatre comprises a main auditorium (1,500 seats); the Lilian Baylis Studio (180 seats); three rehearsal studios; bars, a café, facilities for private and corporate entertaining and offices for Sadler's Wells' colleagues.

Our second theatre building and West End home, the Peacock (1,000 seats), is subject to a unique agreement whereby Sadler's Wells and the London School of Economics jointly manage it, with the LSE presenting its lectures to students during the day and Sadler's Wells presenting theatre at night.

Future Plans

Plans are underway for the development of a fourth venue in east London's Queen Elizabeth Olympic Park. Sadler's Wells' new space will be located on the Stratford Waterfront site, opposite the London Aquatics Centre, alongside UAL's London College of Fashion and the V&A Museum. The site will form part of a new cultural and education district, which will also include a major new University College London (UCL) campus and have direct links to the creative communities already based in east London.

Sadler's Wells' new space will house a 550-seat mid-scale theatre, as well as facilities for a choreographic centre and a hip hop theatre academy, all planned to open by the end of 2023.