

**FREELANCE EVENT TECHNICIAN JOB DESCRIPTION**

**Title:** Freelance Event Technician

**Reports to:** Technical Manager

**Location:** Based at Quarterhouse, Folkestone (with some other local locations as and when required)

**Hours:** Flexible work hours to cover events can include

early mornings/late nights and weekends

**Salary:** £10.50 p/h or £13.50 p/h (depending on role)

**Purpose of the job**

As part of a small and dynamic team, you will work closely with the team to provide technical support in all disciplines for the Quarterhouse and other Creative Folkestone events and offer excellent technical support to visiting companies/artists.

**Duties/Responsibilities and Requirements**

* To work in all or some technical disciplines for Quarterhouse/Creative Folkestone events or community/private hire events.
* To act as Duty Technician for visiting companies/performances, assisting with the install/de-install of their toured equipment.
* To assist in the improvement of administrative and logistical processes involved with the technical department.
* To assist with the install, maintenance, and repair of all technical and stage equipment.
* To cover for the Technical Manager on event delivery where required, this may include supervising other technicians.
* To work in a safe and legal way to comply with guidance given and any legislation requirements.

**Personal Specification**

**Essential**

* Relevant experience working in a professional theatre technical department or similar
* Excellent team worker, with the ability to use own initiative to analyse situations and solve problems
* Reliable, with a flexible pro-active attitude
* Strong IT skills with PC and Mac computers
* Ability to prioritise work and work under pressure
* Willingness to work flexible hours, including regular weekend and evening work (some overnight working)
* Ability to carry out physically demanding duties
* Comfortable working at height, outdoors, in loud-noise environments.

**Desired**

* An understanding of theatre electrics, rigging and sound systems
* Experience managing small teams
* Proven ability to work effectively in a multi-tasking environment
* Practical experience in equipment maintenance
* Experience with an Allen & Heath GLD80, QLab and ETC ION lighting console

*Please note this is a freelance opportunity so you must be registered as self-employed and will be responsible for paying your own tax and national insurance.*