

Senior Technician

(Full Time, Permanent)

www.queens-theatre.co.uk

Closing date: Monday, 09 June 2025 - 12 Noon.



Welcome

Queen's Theatre Hornchurch: where your talents find their stage.

Queen's Theatre Hornchurch (QTH) is the producing theatre serving Outer East London & South Essex, with a catchment area of 1 million+ people.

As a community hub, over 220,000 people enjoy the programme each year, including the best in home grown theatre, visiting live entertainment and inspiring community projects.

Behind the scenes, sets & costumes are lovingly created on-site by a highly skilled carpentry workshop, scenic artists, prop makers and wardrobe team.

“We pride ourselves in being more than just a theatre, placing the local community at the heart of all we do.”

James Watson, Acting Chief Executive

About the Role

This post will take a leading role in delivering the highest standard of technical operations for Queen's Theatre productions, visiting companies, and hirers - in a friendly, welcoming, and highly professional manner.

Job Title: Senior Technician

Reporting to: Technical Manager

Responsible for: Casual and Freelance Technical staff

Salary: £33,967 pro rata

Hours: 39 hours, with regular evening and weekend work, for which time off in lieu would apply.

Contract: Permanent, subject to a 6-month probationary period

Holiday: 20 days holiday pro-rata during each holiday year; this raises to 25 days with length of service; plus, public holidays. (The holiday year runs from 1 April to 31 March)

Period of Notice: 3 months



The Turn of the Screw 2024 – Photograph by: Manuel Harlan

Main Duties

- To support the Technical Manager in the strategic planning, scheduling, and delivery of all technical operations across productions and events.
- To support the staging needs of produced shows, visiting companies and hirers, Communities projects and community groups with skill and care, representing the technical department with professionalism and clarity.
- To take a senior role in managing get-ins, fit-ups, technical rehearsals, and get-outs, delegating tasks and supervising other technicians to ensure efficient and safe workflows.
- To take responsibility for the maintenance, safe operation, and readiness of all technical systems and equipment, including lighting, sound, video, rigging, and stage machinery.
- To mentor, guide, and support Junior Technicians, Technicians and casual staff, promoting continuous learning and high standards of technical practice.
- To proactively identify and address technical issues, accurately documenting and reporting faults, and liaising with the Technical Manager on repair and replacement needs.
- To work collaboratively with Creatives, Designers, and Production teams to achieve artistic ambitions within technical and budgetary parameters.
- To ensure the delivery of a safe working environment for staff, artists, and audiences by upholding and enforcing all Health & Safety policies, risk assessments, and emergency procedures.
- To contribute to sustainable practices by promoting energy-efficient equipment use and waste minimization across technical operations, supporting the provision of Green Riders where possible.
- To maintain up-to-date knowledge of industry standards, equipment, and working practices, and support the Technical Manager in implementing new technologies and approaches.
- To assist in budget planning by providing accurate technical specifications, costings, and time estimates where relevant.
- To contribute positively to the overall culture of the organisation, fostering collaboration, respect, and a commitment to excellence across departments.
- To undertake any other duties reasonably required by the Technical Manager or Head of Theatre and Production.
- To deputise for the Technical Manager in periods of absence.
- To provide technical design expertise and theatrical creative input for in-house and hired productions, as agreed in advance with the Technical Manager or Head of Theatre and Production.



Person Specification

Essential:

- Proven technical theatre experience across multiple disciplines (lighting, sound, stage, video, rigging).
- Demonstrable knowledge of either counterweight flying, Digico Mixing Consoles & QLab, ETC EOS consoles or other Lighting Systems.
- Strong understanding of Health & Safety legislation and its application in a live performance environment.
- Confident in operating, maintaining, and troubleshooting technical equipment.
- Experience supporting get-ins, fit-ups, rehearsals, and get-outs.
- Ability to work independently and take responsibility as Duty Technician during live events.
- Good time management and organisational skills; capable of managing own workload & time, meeting deadlines, and adjusting to changing priorities.
- Excellent communication and collaboration skills with colleagues, visiting companies, and creatives.
- Good written and verbal communication skills.

- Comfortable using technical systems and software for equipment operation, documentation and planning. E.g. AutoCAD, Vectorworks Spotlight, Microsoft etc.
- Attention to detail and a commitment to maintaining high production standards.
- Professional, friendly, and approachable.
- Calm and solutions-focused in fast-paced situations.
- Committed to delivering high-quality technical support.
- Willingness to work unsociable and irregular hours

Desirable:

- Substantial lived experience (and / or a heightened empathy) of working with underrepresented and underserved communities.
- A keen understanding of and / or interest in Outer East London and South Essex as a place.
- Additional training or qualifications (e.g., BS7909, Working at Height, First Aid, PASMA, IPAF, LOLER).
- Awareness of sustainable technical practices in theatre.

How to Apply

Application Deadline:

Monday, 09 June 2025 - 12 Noon

Interviews:

First interview: Via Zoom on **Friday, 13 June 2025 a.m.**

Second interview: In-person at QTH on **Wednesday, 18 June 2025.**

To Submit Your Application:

Fill in our Application form and an Equal Opportunities form at:

www.queens-theatre.co.uk/about-us/qrecruit/

(applications by CV cannot be considered)

Send completed forms to: recruitment@queens-theatre.co.uk

For assistance, please email: recruitment@queens-theatre.co.uk

We want to make all opportunities at Queen's Theatre Hornchurch accessible to anyone who wants to apply.

If submitting a written application is not the best way to tell us about your skills and experience, we will accept a video recorded application via WeTransfer. We will send questions in advance of first and second round interviews to allow you time to prepare. We may ask for a task or presentation at second round interview.

If you would like an informal conversation with Gemma Compton, Interim Head of Theatre and Production, to find out more about the position, in advance of, or whilst you are considering making an application, please contact: recruitment@queens-theatre.co.uk to arrange a mutually convenient time.

Please note for interviews we will reimburse travel expenses, provide BSL interpreters and language interpreters.



Disability Confident

At Queen's Theatre Hornchurch, we are committed to promoting and protecting the physical and mental health of all our staff.

As a Disability Confident Committed Employer, we have committed to:

- Ensure our recruitment process is inclusive and accessible
- Communicating and promoting vacancies
- Offering an interview to disabled people who meet the minimum criteria for the job
- Anticipating and providing reasonable adjustments as required
- Supporting any existing employee who acquires a disability or long-term health condition, enabling them to stay in work
- At least one activity that will make a difference for disabled people.

Queen's Theatre Disability Confident Certificate can be found by clicking on the link:

[Queens Theatre Hornchurch is Disability Confident Committed](#)

Find out more about Disability Confident at:

www.gov.uk/disability-confident





#DisabilityConfident





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