

Role Profile

Technical Apprentice (Stage Bias)

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| Role Title: | Technical Apprentice (Stage Bias) – Fixed Term Contract (12 Months) |
| Hours of Work: | 35 hours per week including training and assessment days. |
| Salary: | £13,741(per annum) |

Primary Purpose:

The main objective of this role is to develop specialised and transferable skills, from work-based learning opportunities in areas specific to live productions and projects for those at the start of their technical careers. **This role focuses in areas relating to Stage Craft, Sound and Lighting practice – with opportunity to explore other department including Stage and Costume Management.**

Much of the success of the Arts Centre, and its ability to attract repeat visits by national and international artists and companies, will depend on the quality and responsiveness of its technical services. AAC aims to be a venue-of-first choice for event and performance presenters.

The postholder should expect to complete coursework, assessments and training modules as part of their working day, to obtain their Level 3 qualification.

Those who have not obtained a C grade or above at GCSE for Math, English and IT will undertake various essential skills workshops to obtain an equivalent certification.

Applications are open to those 16 years + (with preference to those between 18 and 30 years).

Interviews – 13 August

Specialist Accountabilities:

Under the direction of the Arts Centre's technical department and tutor at Cardiff & Vale College.

1. To provide operational and technical support on show calls for productions presented in the Arts Centre's concert hall, theatre and studio, along with other projects and events the Centre hosts throughout.
2. To support the technical department on fit-ups for productions – this includes being active to support with lifting, rigging and focusing items to set up. This may include the use of power tools and equipment to construct or maintain production items.
3. To work in line with Health and Safety policy for all tasks and to attend training sessions to further understand practices.
4. To be able to attend Training Weeks on site with some away from base, to enhance your knowledge and practice.
5. A commitment to work evenings and weekends to support projects.
6. To be available to attend Induction Week on the **W/C October 6th** at the WMC.
7. To undertake additional Essential Skills Learning workshops – as appropriate.
8. To complete academic assessment modules within agreed deadlines and quality.

Success Measures:

Successful completion of a series of professional training workshops and academic units.

Academic Units to obtain the Level 3 – Stage, Lighting and Sound certification.

- [TT01] Keeping up to date with technical and production developments in the live arts.
- [TT10] Manual handling and lifting loads.
- [TT32] Assist with the running of a live performance.
- [TT37] Manage and market own freelance services.
- [TT39] Develop effective working relationships with colleagues in a theatre setting.
- [TT40] Ensure responsibility for actions to reduce risks to health and safety.
- [TT49] Conduct a health and safety risk assessment of the workplace.
- [TT67] Maintaining production items and equipment.
- Certificate in Principle

Essential Skills (as appropriate).

- Digital Literacy (IT)
- AON (Math)
- COMMS (English)

Professional Training at a minimum.

- BIIAB Certificate (Level 3) in Technical Theatre – Stage, Sound & Lighting
- ABTT Bronze Award
- Rigging Practice
- CRISP IOSH Certification
- PAT Testing Certification

This role profile sets out the main duties of the post at the date when it was drawn up. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.

What We Are Looking For...

Technical Apprentice

When preparing your written application you will need to provide evidence for the following essential and desirable competencies. In considering each, please use an example of where you have done this previously, either in a work or other situation.

A. Responsibility

Please refer to how you meet these essential requirements in your application.

| | | Essential | Desirable |
|----|--|-----------|-----------|
| 1. | An understanding of Live Events with a proven interest | X | |
| 2. | An understanding of Technical Theatre with a proven interest. | X | |
| 3. | Proof of working to deadlines in both a practical and theoretical sense. | X | |

B. Knowledge

Please refer to how you meet these essential requirements in your application.

| | | Essential | Desirable |
|----|--|-----------|-----------|
| 1. | Knowledge of Event Management, promotion and backstage areas and the equipment/techniques used. | | X |
| 2. | A strong awareness and understanding of Health & Safety – either generally or specifically to theatre. | X | |
| 3. | Ability and willingness to undertake academic learning and operating online portfolio's when gathering and uploading evidence for assessments. | X | |

C. Values

Please refer to how you meet these essential requirements in your application.

| | | Essential | Desirable |
|----|---|-----------|-----------|
| 1. | A positive and constructive attitude when liaising with colleagues and clients, showing leadership and flexibility in your approach to tasks. | X | |
| 2. | Taking the initiative and displaying pose when presented with challenges at work or college. | X | |
| 3. | Being accountable when managing your working week to complete modules to obtain your qualification. | X | |

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D. Communication

Please refer to how you meet these essential requirements in your application.

| | | Essential | Desirable |
|----|--|-----------|-----------|
| 1. | Showing good interpersonal and team-working skills whilst working within a large organisation with individuals from differing backgrounds, views and identities. | X | |
| 2. | Computer literate, proof in working with Microsoft Office packages and online portfolios. | | X |
| 3. | The ability to communicate through the medium of Welsh | | X |

E. Environment

Please refer to how you meet these essential requirements in your application.

| | | Essential | Desirable |
|----|---|-----------|-----------|
| 1. | Ability to work unsociable hours, including weekends and Bank Holidays. | X | |
| 2. | Adhere to H&S policies connected with working backstage, including working at height, manual handling and working with electricity, as well as wearing the appropriate PPE where necessary. | X | |
| 3. | Ability/willingness to working at height safely. | | X |

F. Welsh Language

Please refer to how you meet these essential requirements in your application.

| | | Essential | Desirable |
|----|---|-----------|-----------|
| 1. | The ability to speak Welsh | | X |
| 2. | The ability to listen and understand conversations in Welsh | | X |
| 3. | The ability to write in Welsh | | X |
| 4. | The ability to read Welsh language material | | X |