

Technical Lead

Job Description

Aim

To lead on all technical and production aspects of all Riding Lights and Friargate Theatre activity.
To undertake technical and production roles on Riding Lights productions and projects.

Organisation

Reports to: Artistic Director
Direct Reports: Technical Casual Staff
Technical Volunteers

Key Responsibilities

- Lead the technical provision for Friargate Theatre, ensuring all artistic and commercial activity is appropriately supported and safely staffed.
- Manage and schedule technical staff and freelancers to meet the needs of rehearsals, performances, hires, and events.
- Ensure all technical equipment is maintained in good working order, logging issues and reporting significant concerns to the Executive Director.
- Oversee technical planning for in-house productions, visiting companies, and hires, acting as the primary technical point of contact where appropriate.
- Support the scheduling and effective use of Friargate Theatre spaces in collaboration with the wider team.
- Maintain technical documentation, risk assessments, and working practices in line with current health and safety legislation.
- Support Riding Lights productions in appropriate technical and production roles as required.
- Contribute to touring and production delivery in a flexible and collaborative manner, reflecting the needs of the company's programme.
- With the Executive Director and Facilities Officer lead on ensuring Friargate Theatre meets all compliance and relevant H&S legislation as a public building.
- Support the coordination of facilities-related tasks for performances, rehearsals, and events, ensuring technical and audience-facing spaces are fit for purpose.
- Support building preparation for productions and events in liaison with Facilities and Programming teams.

These key responsibilities are not exhaustive and other duties may be allocated as appropriate to the role.

General Duties

- Create and maintain key relationships with external stakeholders
- Work collaboratively with all departments

Person Specification

Essential

- Experience in technical or production roles within a producing theatre environment.
- Knowledge of EOS Lighting desks, digital sound desks, and QLab.
- Knowledge of relevant Health & Safety regulations, risk assessments, and compliance requirements for theatre/venue management.
- Strong organisational and administrative skills, with attention to detail.
- Ability to manage multiple projects, prioritise tasks, and work under pressure to deadlines.
- Practical problem-solving skills and the ability to take initiative.
- Excellent communication and interpersonal skills to liaise confidently with colleagues, contractors, hirers, and external stakeholders.
- Full Driving License

Desirable

- Experience working in touring productions.
- Experience of production management in a theatre setting.
- Formal health and safety qualification.
- First Aid certificate.

These key responsibilities are not exhaustive and other duties may be allocated as appropriate to the role.