

Thank you for your interest in Merrigong Theatre Company's current vacancy for

**Lighting Technician – Permanent Full time**

Please note all applications must include:

1. A current Resume including:
  - a. Full name
  - b. Phone number/s
  - c. Email address
  - d. Mailing address
  - e. Contact details for at least two referees
  
2. Please read the Position Description below and then provide a short covering letter indicating your experience relevant to the Essential and Desirable Criteria outlined in the Position Description.

Applications should be emailed directly to [recruitment@merrigong.com.au](mailto:recruitment@merrigong.com.au) or posted to:

Attention: Recruitment  
Merrigong Theatre Company  
PO Box 786  
Wollongong NSW 2520

If you require further information about the position, please do not hesitate to send an email to [recruitment@merrigong.com.au](mailto:recruitment@merrigong.com.au)

The successful candidate for the role will need to show a high level of initiative, strong communication skills and relevant industry knowledge and experience. They will also contribute to a positive team and work culture.

Merrigong encourages applications from diverse backgrounds including Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse (CALD) backgrounds and people with disabilities.

**See the Position Description below.**

**Casual Lighting Technicians**

If you are interested in applying to be in our casual pool of Lighting Technicians please send your resume to [recruitment@merrigong.com.au](mailto:recruitment@merrigong.com.au) and indicate your availability.



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## Position Description

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<b><u>POSITION:</u></b>	Lighting Technician
<b><u>LEVEL/AWARD:</u></b>	Level 6, Live Performance Award
<b><u>CATEGORY:</u></b>	Permanent 38 Hours per week

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### POSITION OBJECTIVES:

1. To assist in the planning, rostering and realisation of the requirements of incoming shows with a particular focus on lighting.
2. To assist in the operation of all technical aspects pertaining to the use of the stage and the associated theatrical effects, across all areas.
3. To assist in maintenance and adjustments to the buildings, plant and theatre equipment to ensure the venues operate effectively as performing arts venues, are well presented to the public and comply with the relevant statutory requirements.

### Objective 1

- To work with the Production and Technical Manager to ensure that the company's technical department is running safely and professionally at the highest possible standard, and that all staff understand and adhere to company policies and procedures.
- To liaise with incoming production companies as required and provide a high level of customer service to users of the centre.
- To ensure the efficient use of company time by casual employees in the technical department and to participate in meetings as required.
- To create basic lighting designs (where required) and to assist venue hirers to realise their technical needs within the limits of the venues capabilities.
- Be able to input and retrieve data from the event management system and to assist in reconciling timesheets, hirer reconciliations and finalise estimates for upcoming shows as required.

### Objective 2

- To safely and efficiently set-up, maintain and operate stage lighting, audio and visual equipment and stage machinery.
- Participate in, and lead where necessary, the bump-in and bump-out of productions and events.
- To act as duty technician when required.
- To assist with in-house production requirements as required.

- To work with the show crew to realise the theatrical requirements of a variety of live productions and events.
- To keep accurate records and report on back of house operations on a show by show basis.
- Maintain the company's technical equipment and facilities with particular focus on your area.
- To assist with the training and induction of volunteers and casual staff, as well as the induction of any visiting company.
- Be able to competently support your colleagues in other areas by gaining a working knowledge of their equipment and processes.

### **Objective 3**

- To assist in the maintenance of technical equipment, plant, building and fixtures under the control of Merrigong Theatre Company in consultation with other members of the technical team and the Production and Technical Manager
- To contribute to asset management planning and capital infrastructure expenditure planning. Assist in the continual improvement of all lighting equipment resources.

To carry out other appropriate duties as directed by the Production and Technical Manager.

### **ORGANISATIONAL RELATIONSHIPS**

Reports To: Production and Technical Manager

Internal Liaisons: Staff, volunteers, contractors.

External Liaisons: Professional performing arts companies and practitioners  
Local arts organisations and groups  
Hirers, Suppliers & Patrons

### **SKILL REQUIREMENTS**

#### **Essential Criteria**

- Knowledge and experience in the planning, design, realisation and operation of stage lighting.
- Broad knowledge and experience of other stage craft including sound, staging, flying and rigging.
- An understanding of the needs and requirements of a range of stage presentations and events.
- Ability to interpret lighting and stage plans.
- Strong communication, time management and record-keeping skills.
- Experience leading and working within a close team in a demanding environment.
- Experience in the use of Microsoft Office and other software/database programs relevant to this position
- Working understanding of WH & S principles and regulations.

#### **Desirable Criteria**

- Formal training in technical theatre, theatre carpentry or associated trade certificate.
- CAD computer package skills.
- Theatre/Live touring experience.
- Knowledge of the ETC family.

**Attributes**

- Have a commitment to a safe and efficient working environment.
- Positive and approachable attitude.
- Reliable
- Ability to work autonomously.
- Ability to work to a high level of efficiency in stressful periods leading up to and during events.

**SPECIAL CONDITIONS**

Available to work evenings, weekends and flexible shifts on a regular basis.

Ability to work at heights, in low light conditions, requiring good level of fitness.

As per the LPA Award Sunday penalty rates apply and overtime is paid when rostered hours exceed 38 normal hours per week.