

LIVERPOOL'S ROYAL COURT

Lighting Manager

Job Information Pack

Supporters



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Liverpool's Royal Court

Liverpool's Royal Court Theatre has been producing high quality, accessible theatre for over 18 years. We present real Liverpool lives on stage and celebrate all that is good about Liverpool's rich culture. We became an Arts Council National Portfolio Organisation in 2018. The theatre is one of the largest producing theatres in the North of England and we are proud to be recognised as successfully engaging non-theatre audiences and participants from some of the most deprived social and economic areas of the UK.

Belief

That our brand of theatre production and participation programmes can be enjoyed by most people, and have a powerful impact on their lives, whether they have had previous theatre experiences or not.

Vision

We make a difference to people's lives through entertainment, emotion and education.

We put Liverpool lives on stage and present our work in a unique way to engage non-traditional theatre audiences. We enrich the lives of our audiences and participants

culturally, socially and economically by connecting people to Liverpool.

Mission

To become a key organisation through which audiences can develop a love for theatre in all its forms.

To be known throughout the UK as a leading producer of quality theatre and inspiring engagement programmes for non-traditional theatre audiences.

To truly embed Equality, Diversity and Inclusion into our organisation and programmes.



About the Job

Lighting Manager

Duration: Permanent

Salary: £35,000-£40,000

Working Hours/Pattern: 40hrs per week, including evenings and weekends if required. Additional hours may be required determined by the need of the business. The post holder can take time off in lieu with authorisation from line manager.

Reporting to: Technical Manager

Responsible for: LX Technicians, Freelance and casual Staff working within LX department

Annual Leave: 28 days per annum including bank holidays

Location: Liverpool's Royal Court Theatre, 1 Roe Street, Liverpool, L1 1HL

To work collaboratively as part of the Production Department in achieving the highest standards in the delivery of technical requirements for LRC Productions and related projects. To take responsibility for the delivery and management of lighting requirements for LRC productions and related projects.

Key Responsibilities

Production Responsibilities

- Work with creative teams and Production Managers of individual productions to realise the production's lighting design to the highest standards.
- Run lighting fit ups, get outs & technical rehearsals.
- Provide costings for individual productions lighting requirements. Working with the Production Manager to achieve designs within budgets.
- Working with the Production Manager & other Heads of Departments to create schedules for productions.
- In conjunction with the Technical & Production Manager, plan and supervise video requirements on productions.
- Recruiting, managing and scheduling of lighting operators and technicians, in liaison with the Technical Manager.
- Program lighting desks in all spaces, as required.
- Act as Production Electrician across all spaces and productions as required.
- On occasion to act as Associate Lighting Designer on productions.
- Provide show cover, if required.

Departmental Responsibilities

- To actively contribute to the effective operation of the Production Department's work.
- To support the Technical Manager in the effective management of the Production Department.
- To recruit and manage freelance and casual lighting technicians.
- To take lead responsibility for planning and supervising the maintenance and testing of lighting equipment, and lighting infrastructure and ensure it complies with current regulations.
- Advise on new lighting equipment purchases and plan an equipment replacement schedule.
- In conjunction with the Technical Manager, plan and supervise the maintenance of video equipment.
- To organise the lighting requirements of co-productions, visiting companies and LRC productions elsewhere.
- To undertake the training of new and casual staff in lighting, and other technical matters as required.
- To personally and with other staff ensure compliance with all safety procedures and statutory regulations. - To oversee the lighting department team and participate in department administrative and HR systems as required.
- To train other department members to operate lighting desks as necessary.

- Keep up to date with current lighting technology.
- In liaison with the Technical Manager, provide technical support and management for the work of other departments as required, but with specific responsibility for lighting.
- Keep up to date with current production technology, and support innovation and accessibility for participants and audience members alike.

Budget Holding

- To be responsible for managing the lighting stock and maintenance budgets, in liaison with the Technical Manager.
- Alongside the Production Manager, administer individual show lighting budgets and staffing budgets.

Lighting design

- To provide lighting designs and associate services for in-house events, projects, workshops and other activities.

General

- To ensure that lighting fixtures and lighting infrastructure throughout the building are in good working order. This includes overseeing portable appliance testing and maintenance of lighting fixtures, theatrical equipment and workshop equipment.
- Alongside the Operations Manager supervise the maintenance and testing of the theatre electrical systems equipment, and ensure it complies with current regulations.
- Alongside the Operations Manager take a lead on overseeing theatre electrical health and safety.
- Any other reasonable duties required to assist the Production Department or LRC operation as a whole.
- To actively participate in and support the work experience programme of the LRC.
- To be an active and supportive member of LRC staff team.
- To ensure that all creative teams, visiting companies and artists feel welcome, engaged and supported in the building and receive the highest level of technical support at all times.
- To provide the highest level of customer and audience care and service at all times whilst a member of LRC staff team.
- To actively seek out and help implement improvements in the way we work.

Other Duties

- Attend and contribute to staff and departmental meetings
- Undertake training and development as required
- Any other duties as may be reasonably required.

Required Knowledge, Skills and Abilities

- A good understanding and demonstrable experience of working in lighting for live performance in a professional environment.
- Ability to lead and manage a team.
- Excellent knowledge of Health and Safety legislation including CDM and procedures as related to the theatre industry.
- Excellent knowledge and understanding of current lighting equipment and practices.
- A thorough knowledge of ETC control desks and dimmers.
- CAD skills in Vectorworks or AutoCAD.
- Computer literate on MS Office applications.
- Ability to support and work well within a small-dedicated production team in a collaborative manner.
- To build excellent rapport with lighting designers before and during production periods.
- Budgetary management experience.
- Skills in staff recruitment, training, motivation and supervision.
- Ability to work with and support all other departments.
- Ability to work under pressure, on occasions.
- Excellent organisational and time management skills.

Specialist training required

- Rigging
- Temporary electrical installation
- Power distribution
- Counterweight Flying
- Working at Height
- PAT trained (desirable)



How To Apply

If you think that you meet all the requirements to be a successful candidate, please send us the following:

- An up-to-date CV
- A supporting statement which details why you want the role, how it fits in to your longer-term career plans and how you feel you meet the expectations of the JD, ensuring that you address each point under the 'successful candidates will have' section above
- The names and contact details for two referees, one of whom should be your current or most recent employer, if possible. We will not contact any referees without your prior permission

If you require further information about this recruitment process, need additional information about the role, or would like to discuss your access requirements please email HR on HR@liverpoolsroyalcourt.com

We would appreciate it if all candidates could complete the EDI form to help the organisation to monitor diversity across the organisation. We particularly welcome applications from people from the Global Majority for this post.

We're committed to creating a comfortable and inclusive environment for all candidates, so please let us know if you need any accommodations or special arrangements for the interview.

We strongly encourage all applicants with disabilities and people who are from ethnically and culturally diverse backgrounds to apply as we strive for our team and our work to be informed by and representative of the diverse communities we serve.