

Technical Manager

Candidate Brief

Phoenix Dance Theatre is looking for a Technical Manager who can work with the team to deliver high quality tours and maintain excellent production standards. The successful candidate will have a track record in touring to middle-scale venues, is a great communicator and has a positive attitude to helping realise the ambitions of the company.

Background

Phoenix Dance Theatre is a contemporary dance company founded nearly 38 years ago, to entertain, educate and inspire audiences through the medium of dance. Formed by three young black men from inner-city Leeds whose artistry irrevocably changed the UK dance landscape, Phoenix has grown from these humble beginnings to become the UK's longest established contemporary dance company outside of London.

As a national repertory dance company based in Leeds, Phoenix is funded as an Arts Council England NPO to tour a mixed bill of work with its company of professional dancers, performing over 35 shows in over 20 middle scale venues across the UK, reaching average audiences of 10,000-20,000 annually. Our mixed bills showcase an eclectic array of choreographic voices from seasoned professionals to emerging choreographers who create new works or re-stage contemporary classics for our expanding repertoire, reflecting an artistic vision that celebrates diversity and excellence. Recent commissions include works from some of the biggest names in dance such as Christopher Bruce CBE and Itzik Galili (Dutch knighthood) and emerging female choreographers like Sandrine Monin.

In 2018, Phoenix toured the timely and popular narrative dance work, *Windrush: Movement of The People* by Artistic Director, Sharon Watson to record audience numbers across the UK and Germany. In 2019, we have embarked on an exciting collaboration with Opera North to present and tour a Double Bill of opera and dance with an Afro-Caribbean inspired re-working of *The Rite of Spring* by Haitian-born choreographer, Jeanguy Saintus, alongside Puccini's *Gianni Schicchi*. Phoenix has also successfully delivered large scale commissions, such as the Yorkshire Festival headline event, *Ghost Peloton* (with NVA Public Arts) for the Grand Départ/Tour de France 2014.

Phoenix has an established dance education programme that delivers workshops and pre-vocational and accredited dance training nationally and locally in schools, colleges, universities, community settings and at our own studios to participants from diverse backgrounds and with varying abilities.

Application process

To apply for the post of Technical Manager please download the application form and referring to the job description below complete and submit the form by 9am on Monday 27th May 2019.

Interviews will be held in Leeds at the Phoenix Dance Theatre offices and will take place during the week of 3rd June 2019.

Please send your application to: recruitment@phoenixdancetheatre.co.uk with 'Technical Manager' in the subject line.

If you have any questions or would like an informal conversation about the position, please contact Mark Hollander, Executive Director on 0113 236 8130

Technical Manager

Job Description

Title of Post:	Technical Manager
Reports to:	Rehearsal and Tour Director
Term:	Full time
Salary:	£23,000 – 24,000 (depending on experience)

Job Specification

The role of the Technical Manager is to oversee and manage the technical operations of the company in the lead up to and during national tours. Key responsibilities include but are not limited to:

Pre – Tour (preparation work for all venues in the annual programme)

- In liaison with the Company Stage Manager, to prepare for and deliver production week at Stanley and Audrey Burton Theatre, Leeds.
- Technical liaison with relevant personnel at venues for the whole tour. To include, crew calls, get out arrangements, technical details.
- Scheduling for all venues as above, to be undertaken in liaison with the Tour Booker/Executive Director and the company Stage Manager.
- Drawing up of any technical plans as required by designers and venues.
- Establishing risk assessments for productions.
- To oversee the loading lists for all items to be toured and ensure that the van is packed accordingly and within legal weight limits.
- Technical planning and development in liaison with the company Stage Manager.

Technical, Fit Ups and Get Outs

- To run all fit ups and get outs in liaison with the venue's senior Technician/ Technical Manager.
- To undertake responsibility for all re-lights including plotting, focusing and plan drawing.
- Supervision of venue technicians.
- Responsible for touring technical budgets.

Performance/Touring

- Operation of venues' lighting board.
- To provide written technical reports with regard to equipment problems, maintenance etc.
- To make sure the company does not incur any additional contra charges at each venue without prior consultation with the office.
- Daily liaison with Rehearsal Director and company Stage Manager regarding problems and changes of schedule.
- To ensure all equipment is returned to the stores and any repairs needed before the next venue are carried out accordingly.

Other

- Ensure compliance with the requirements of both the Company and specific venue Health & Safety Policies.
- Ensure the maintenance and safety of all working areas making sure that equipment meets minimum standards as required by legislation
- Maintain excellent communication with the office when on tour
- Driving as required.
- To provide technical and production support to all other company activities whilst on tour including education workshops and lecture demonstrations as required.
- Any other duties as reasonably required