



## **Technical Manager for the Theatre Development Centre**

located in the Triskel Arts Centre | Tobin Street Cork

### **Join the Creative Energy at Cork Theatre Collective**

#### **About Cork Theatre Collective:**

Cork Theatre Collective is a new theatre resource and development organisation dedicated to nurturing the theatre talent of Cork city and county. We're here to support artists at every stage of their journey through residencies, mentoring, workshops, and creative programmes. Our Theatre Development Centre is a hub for artists developing new work as well as home to our work in progress programme, SHOW, in late 2024.

The Theatre Development Centre hosts Theatre Artists for one-week theatre residencies throughout the year and will offer basic set up and technical support as part of these residencies.

#### **Overview:**

Cork Theatre Collective is on the hunt for a dynamic Technical Manager to take the reins of the Theatre Development Centre space at the vibrant Triskel Arts Centre. This is a part time, fixed term position based at the Theatre Development Centre for one year with varied hours, including weekend and evening work. This contract will allow the applicant flexibility to pursue freelance opportunities/contracts throughout the year. Experience in the Theatre environment is essential. The role reports directly to the Artistic Director.

#### **About the Role:**

As the Technical Manager, you'll be the heartbeat of the Theatre Development Centre, working closely with the Artistic Director to deliver the work of Cork Theatre Collective.

You'll oversee all technical operations and manage Health and Safety requirements, ensuring every artist in residence has the required technical support to deliver their projects. The Technical Manager will production manage SHOW, our highly anticipated work-in-progress programme for theatre artists.

### **What we're looking for:**

- A proven track record in technical theatre management.
- Passion for the arts and drive for supporting artists.
- Experience in a theatre environment.
- A flexible, can-do attitude.

### **Duties and responsibilities**

- Liaising with incoming companies and artists with regards to detailed technical requirements on site and implementation of the same. Ensuring the highest level of professionalism and technical support is provided to artists, technicians and collaborators, and fostering a welcoming and engaging atmosphere.
- Responsible for the planning, set-up, and execution of technical elements, including lighting, sound and multimedia components.
- Managing the cleaning, service and repair of technical equipment, backstage and storage areas as well as providing preventive maintenance and improvement measures for the same.
- Maintain an inventory of technical equipment and supplies, ensuring everything is in working order, and keeping a record of any loss or damage of equipment.
- Supervise and manage any casual technical staff and volunteers.
- Implement and enforce health and safety protocols for technical and production activities, including briefing visiting companies on their health and safety, fire, and first-aid obligations.
- Ensure compliance with industry standards and regulations.

### **The ideal candidate will:**

- Have a minimum of 3 years' experience working in professional theatre as a freelance production manager or in a senior technical role in a venue or theatre company.
- Be self-motivated and display a high degree of initiative.
- Have experience in audio-visual equipment and the installation, operation, maintenance, repair of the same along with typical in house sound and light systems.
- Have relevant professional qualifications and training (MEWP Licence, Stage Pass, etc.) including a good working knowledge of current Health and Safety regulations.
- Strong organisational and multitasking abilities.
- Excellent communication and interpersonal skills.
- Ability to work flexible hours, including evenings and weekends.

### **Desirable Criteria and Personal Qualities**

- Ability to consistently deal with tight deadlines, to multitask, and to work and lead calmly, even when under pressure.

- First-Aid training.
- Full clean driving licence.
- A passion for the arts, and a desire to champion artists from all artforms.

## **Salary**

This is a part time role, salary offered is €35,000 - €40,000 Pro Rata depending on experience. Holidays: 20 days each year, plus 9 days statutory Bank Holidays (Pro Rata).

## **Contract**

1 Year, Part Time, Fixed Term. Probation Period of 6 months.

## **Application Process**

To apply, send an application and CV (no more than two pages per document) addressed to Cork Theatre Collective explaining:

- Why you are applying for this role.
- How your skills and experience match the requirements.
- Contact details for two recent referees.
- Send by email to [corktheatrecollective@gmail.com](mailto:corktheatrecollective@gmail.com)  
Please put "Application for Cork Theatre Collective Technical Manager" in the title.

Short-listed applicants will be invited to interview in the week of the 23<sup>rd</sup> September either in person in Cork city centre or on Zoom. We hope to have the Technical Manager take up their role in October 2024.

Cork Theatre Collective recognises the barriers faced by people from protected characteristic backgrounds in society and that, as a result, many people are denied the opportunity to fully develop their employment and leadership potential. We encourage applications from all.

If you would like an informal confidential chat regarding the role before applying, please contact Leigh Hussey, Artistic Director, on [corktheatrecollective@gmail.com](mailto:corktheatrecollective@gmail.com)

**Deadline for applications: Friday 20<sup>th</sup> September, 5pm**

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