



# Technical Services Crew (Casual Hours)

RECRUITMENT PACK

Perth Theatre and Concert Hall  
Mill Street  
Perth PH1 5HZ



## Who We Are

Central to local cultural life for over 120 years, Perth Theatre and Concert Hall create life affirming, shared experiences in the performing arts that ignite the imagination and make living more meaningful. Our world-class venues, award-winning programming and inclusive learning and engagement projects play an essential role in stimulating positive wellbeing within the communities we serve, benefitting the local economy and raising the profile of the area.

Perth Theatre and Concert Hall is the trading name of Horsecross Arts Ltd, the charitable organisation established in 2005 to run both venues. Horsecross Arts Ltd is registered in Scotland, no. SC301328 and a charity no. SC022400.

*"It's one of the things that attracted me to Perth... the cultural life... it seems it's fantastic. There's a great variety in the theatre and the concert hall... we're so lucky!"* Audience Member





## Our Vision & Mission

***"To ensure the performing arts are essential to our communities."***

From our base in Perth City and across Scotland at large, our mission is to use the performing arts to inspire, explore, connect, and educate, as sustainably as possible:

**Inspire** - as a source of entertainment, enlightenment, joy, and wellbeing;

**Explore** - forging into the new, inventing fresh approaches and developing different ways of working;

**Connect** - with our communities, meeting their needs, striving to include everyone;

**Educate** - by supporting learning and training across our whole range of activities for staff, participants, the sector, and future generations.

## IDEA – Inclusion, Diversity, Equality & Accessibility

Perth Theatre and Concert Hall is working to ensure our organisation is fully representative of the communities we engage with locally and nationally. We believe in the transformative power of the performing arts and understand that embracing diversity of backgrounds, experiences, skills, cultures, and outlooks is critical to fulfilling our Vision.

We start from a position of inclusion being fundamental to all our activities. We are committed to providing life-enhancing experiences for everyone, whatever their age, background, ethnicity, gender, geographical location, physical or mental ability, religion, sexual orientation, social conditions, work or employment status. Necessarily, our approach steps beyond the letter of the law to achieve this.

Our commitment to IDEA will be central to all our policies and processes, from recruitment and operations to the delivery of our public engagement, performances, and events. Undertaking continual review and training, we will closely monitor, and be transparent about, our progress.

## The Role

**Job Title:** Technical Services Crew

**Status:** Casual

**Reports to:** Head of Stage

**Key Relationships:** Lighting, Sound & AV Teams, Head of Technical Services, Production Manager, Conferencing team.

**Salary:** £12.60

This role will form a part of our Technical Services division. You will be responsible for supporting the delivery of various shows, productions and events on an ad hoc basis.

This job description details the principal purpose and main elements of the job at this time. It is a guide to the nature of the main duties as they currently exist but it is not intended to be all-inclusive. The post holder is expected to work flexibly and respond positively to changing business needs.

## Duties and Responsibilities

- Your duties will be varied depending on the shifts you are offered.
- All crew will be expected to be an active part of the team undertaking format changes, get ins, get outs and general stage crew work.
- Depending on skill and uptake of additional training opportunities, additional shifts may be offered to work on specialist tasks such as follow spots, camera operation, and supervisor shifts as well as getting more hands on with technical systems and desks.
- You will be expected to work safely, following all company procedures and policies, as well as to attend training when required.
- You be expected to have a welcoming approach to working with external, visiting, tours and our creatives.

### Responsibilities of all staff

- To be aware of the work of other departments in the delivery of the company's charitable objectives. You will take an active part in communicating and co-operating with other staff and departments, contribute to an enthusiastic, positive work climate within the organisation and take an active part in achieving high standards of customer and client care.
- You will be attending team meetings and all internal and external meetings as required, follow all Horsecross guidelines, procedures and policies and work in accordance with the Equality & Diversity Policy of Horsecross.
- You will undertake other duties as may be reasonably required by the organisation.



## Person Specification

We are looking for individuals keen to make theatre and events happen.

You need have no experience, but must bring a positive, can do, attitude and be willing to get hands on with the task at hand. Training will be given on the job.

Persons with more experience in stage and event disciplines are most welcome and are likely to attract the offering of more shifts including specialist shifts, when available, based on your skill.

While not a requirement as the majority of, most shifts involve manual handling and so you should be comfortable with safe lifting practices and able to lift standard stage equipment.

Working at height would be required for some roles, however, it is not a requirement for all shifts.

## Terms & Conditions

Salary: From £12.60ph depending on role, paid monthly by bank credit transfer on the last working day of the month.

### Hours of Work:

This is a casual contract. You will have no guaranteed hours of work. Shifts will be offered based on requirements.

Evening and weekend work are a requirement of the post.

Perth Theatre and Concert Hall reserve the right to offer shifts based on specific skills and competencies needed and so not all shifts are offered to all persons.

### Infringement hours

Any call on a 6<sup>th</sup> consecutive day,  
Any hours greater than 10hrs in a day,  
Any missed meal break,  
These hours will be paid at 1.5x.

Any call on a 7<sup>th</sup> consecutive day,  
Any call on a nominated public holiday,  
Any hours between midnight and 8am,  
Any infringement of your 11hr overnight rest period,  
These hours will be paid at 2x.

## How to Apply

Application packs & further information is available from our [website](http://perththeatreandconcerthall.com)  
Or email [recruitment@perththeatreandconcerthall.com](mailto:recruitment@perththeatreandconcerthall.com)