

# Venue Technician Job Description

The **Venue Technicians** are responsible for the provision of **Lighting, sound and sets, setting up and running the technical side of a venue.**

## **Skills, experience and key personal attributes:**

- Basic knowledge and experience of theatre lighting including computerised lighting boards
- Basic knowledge and experience of theatre sound
- Practical skills with simple sets
- A knowledge of theatre health and safety practise
- An ability to help artists with technical matters
- Approachable, enthusiastic and proactive
- Organized and able to organise others
- Confidence to work independently and take on responsibility
- Excellent interpersonal skills in order to develop good working relationships with Front of House, visiting companies, local venue staff and the PFF team

## **Key Responsibilities:**

- Either to operate sound and lights or help incoming companies operate.
- Ensure change overs between shows are smooth and efficient
- Negotiate use of backstage space and changing rooms between artists
- To help set up the venue before the festival and strike at the end of the festival
- To run technical rehearsals
- Ensure a safe working environment for artists, audience, other crew and yourself
- To keep the backstage area neat and tidy
- To be familiar with the venue both backstage and FOH
- To liaise with FOH to open the house, start the show
- Take responsibility for backstage, including artists in case of emergencies
- To open and close venues
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## **General:**

- To report to the Technical Team and Prague Fringe Management
- To try to forestall any problems that may arise
- To arrive on time and in a fit state to carry out your duties