



King's College
TAUNTON

Performing Arts Technical Manager

Closing Date: Friday 31 May 2024





Welcome

Thank you for your interest in the role of Performing Arts Technical Manager at King's.

We are seeking an outstanding Technical Theatre Manager this is an exciting opportunity to join the Performing Arts and Drama department.

The Theatre Technical Manager's role involves supporting staff and students in reaching the highest standards possible in performances, examinations and presentations.

The post will offer technical support in the areas of lighting, sound, set and filming and editing. As well as ensuring the smooth running and maintenance of the theatre.

You will need to have excellent communication skills, with the ability to work effectively and collaboratively with both staff and students.

We look forward to hearing from you and considering your application.

MICHAEL SLOAN
Headmaster



“ In their everyday lives around the school, our pupils show the confidence to succeed, and the determination to give their very best. ”

About the Schools

King's provides continuous day and boarding education for girls and boys aged 2 to 18 years. It comprises King's College Prep which has approximately 300 children from 2 to 13 and a senior school with approximately 450 pupils from 13 to 18.

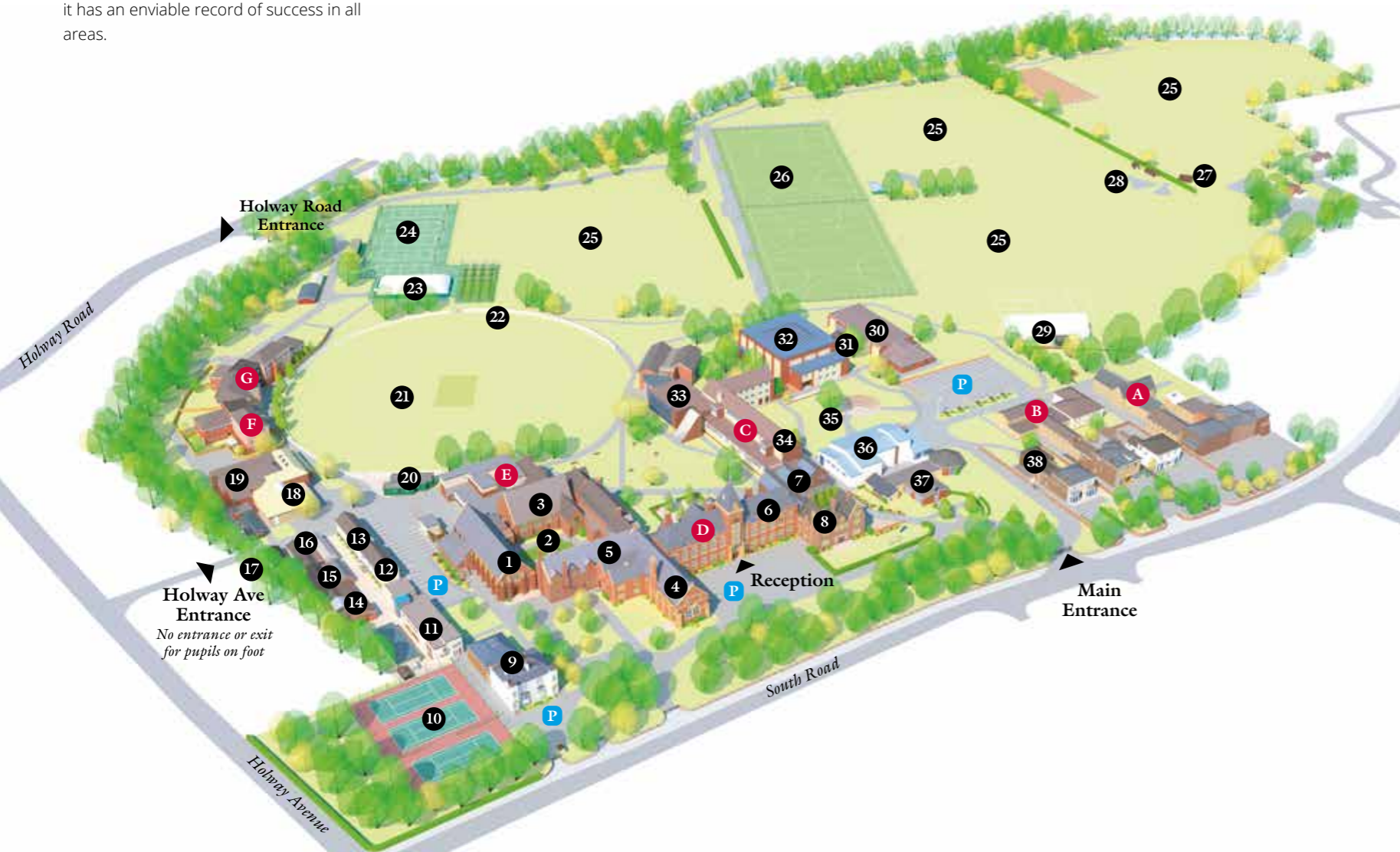
The schools are situated on separate sites in the south west of England and combine traditional values with state-of-the-art facilities. Both schools are run by one governing body, with many functions (marketing, strategy and finance for example) undertaken jointly.

King's College has a rich and welcoming family and community ethos. Just over 60% of the pupils board. For a relatively small school, it has an enviable record of success in all areas.

The school has regularly topped GCSE and A-level league tables for Somerset. A broad range of co-curricular activities is offered, and the school is renowned for its success in sport, music, performing arts, fine art, design technology and outdoor pursuits. In many of these activities our pupils have achieved success at national and even international levels.

Good discipline is encouraged in a firm and positive way within a supportive pastoral framework. King's College is strong on manners and social skills. Pupils go on to thrive at good universities and in their professional careers.

In short, King's is a purposeful, outward-looking, down-to-earth, highly successful school.



King's College

South Road, Taunton TA1 3LA

Main School Building	14 Laundry	33 Science Centre
1 The Chapel	15 Shooting Range	Biology
2 The Quad	16 CCF and Outdoor Pursuits	Chemistry
3 Dining Hall	Stores	Physics
4 Woodard Room	Chindits	History
5 Latin	Army/Navy/Marines	34 Geography Centre
English	17 Finance Office	35 The Amphitheatre
Philosophy of Religious & Ethics	18 Design Technology Centre	36 The Theatre
Modern Foreign Languages - <i>upstairs</i>	19 Squash Courts	Black Box
6 Main School Corridor	20 First Team Cricket Pavillion	Auditorium
Headmaster's Office	21 First Team Cricket Pitch	37 Music School
PA to the Headmaster's Office	22 Buttler's Ramp	The Octagon
Examination Office	23 Tennis and Netball Dome	Music Technology
Admissions Office	24 Tennis and Netball Courts	Practice Rooms
Careers Office	25 Sports pitches (rugby/cricket/athletics/football)	38 Medical Centre
Maths	26 All-weather Hockey Pitch	
7 Philip Richards Building	27 Cricket Pavillion	A Bishop Fox House
Library - <i>upstairs</i>	28 Athletics Cabin	<i>Boys</i>
IT Helpdesk	29 Sports Performance & Cricket Centre	B Carpenter House
Visitor toilets		<i>Girls</i>
8 Headmaster's House		C Meynell House
9 Silvermead Studio and Arts House	30 Swimming Pool	<i>Girls</i>
10 Briar Lee Tennis Courts	31 Changing Cabins	D King Alfred House
11 Sixth Form Centre	32 Sports Hall	<i>Boys</i>
Head of Sixth Form Office	Climbing Wall	E Taylor House
Development Office	Gym	<i>Girls</i>
12 School Uniform Shop	PE Classrooms	F Woodard House
13 Cookery School		<i>Boys</i>
		G Tuckwell House
		<i>Boys</i>

A Rural County of Rolling Hills

Taunton is surrounded by natural beauty, with the Blackdowns, Mendips and Quantock Hills on the doorstep, plus Exmoor National Park, the Somerset Levels and Dartmouth are a short drive away.

Somerset is renowned for its cheddar cheese and cider. A wealth of apple orchards once made Somerset the cider capital of the UK, whilst the Cheddar Gorge caves are still used to mature cheese today.

Taunton is the county town of Somerset, in the South West of England. It is a busy market town located between junction 25 and 26 on the M5.

A growing commercial and residential centre, Taunton has a splendid small theatre, the County Cricket Ground, a successful rugby club, a delightful museum, the usual shopping outlets and restaurants, and a regular farmers' market.

If you love the great outdoors, you can be on the beach in 40 minutes and the Quantocks are just 15 minutes away. For those who prefer city lights, the fast West Country train service reaches Paddington in under two hours. By car, Exeter is 25 minutes south, Bristol 35 minutes north and you can reach Bath in about an hour.



The Role

Post	Performing Arts Technical Manager
Hours of work	Term-time plus 6 weeks, 40 hours per week Monday to Friday. Some weekend and evening working will be required to cover events with time to be taken in lieu.
Job function	The Performing Arts Technical Manager is responsible to the Head of Drama for managing all aspects of the technical side of theatre.

Key responsibilities

- To lead and take responsibility for the technical aspects of King's College performing arts activities and spaces.
- To offer production and technical support to King's College Drama Productions and to fulfill their artistic vision and potential.
- To use the technical resources of King's College to support the artistic aspiration and development of the students.
- To enhance and maintain the technical facilities of King's College as a major resource in line with our aspiration to be one of the leading drama departments in the private sector.
- To manage the overall maintenance, upkeep and security of all technical equipment and performance spaces.
- To improve the technical resources of King's College to maintain a technical specification appropriate for contemporary theatre practice.
- To provide and create the sound, lighting and set designs and provisions for the school productions and academic productions.
- To provide technical support for commercial hires and visiting companies as appropriate.
- To provide production management support to King's College. This includes, but is not limited to, managing technical production budgets, scheduling activities, coordinating builds and hires, and managing all health and safety aspects within the theatre.
- To work with the Head of Drama to support all activity in the department.
- Supervise all technical work undertaken by pupils as part of the curricular or extra-curricular school performing arts programme.
- Teach performing arts technical skills to a high standard on the relevant academic programmes including GCSE and A Level drama.
- To contribute in accordance with personal skill sets to the wider teaching and delivery of drama as a subject.
- To be in charge and run 'Technical Theatre Club' as part of our CCA programme.
- To be responsible for compliance with all relevant Health & Safety procedures such as PAT, COSHH, Health & Safety at Work Act etc. in relation to this Job Description.
- To be responsible for compliance with statutory and local legislation with regard to performance licensing and fire safety.
- To work with the Head of Drama to develop the Technical Support, Theatre Running and Equipment Maintenance budgets.
- To provide the set up and maintenance of audio visual equipment as required for all events through the school.
- To carry out any other duties commensurate with the post as may be reasonably required by the Head of Drama.
- In all duties, to maintain the highest standards of performance and production values and to take every opportunity to involve pupils from the school.
- Attend internal and external meetings when required.

Person Specification

	Essential Criteria	Desirable Criteria
Qualifications	A minimum of three years' technical experience in small to middle-scale theatre, the Education sector or arts centres Knowledge of electrical equipment testing	First Aid at Work qualification
Skills and experience	Good knowledge of contemporary theatre lighting, sound and technical equipment Detailed knowledge of health & safety and fire safety procedures The ability to undertake lighting and sound designs Job specific skills and knowledge	Up-to-date disability equality training Experience of mentoring, teaching or supporting apprenticeship training
Personal qualities & abilities	An interest in working with young people, and theatre and arts education An ability to work under pressure Commitment to working as part of a team A willingness and flexibility to work evenings and at weekends Understanding and implementing King's College policies, procedures and systems Loyalty, flexibility and confidentiality Safe and professional approach to duties Literacy, numeracy, and electronic communication skills Exercising initiative within the job boundaries; understanding job boundaries	

The qualities and experience outlined in the person specification will be assessed by the following methods:

- Sight of original qualifications
- King's College application form
- Interview
- References from current employer and other chosen professionals

Appointment Process



Candidates are expected to have read the enclosed appointment policy and agreed to the terms within.

King's College has its own pay scale and there are discounts at both King's College Prep and King's College for staff children.

Please apply by completing the appropriate King's College application form (we are unable to accept CVs without our application form) plus a brief letter of application.

Please address to the HR Manager and send by email or post to:

Mr Craig Sweet/Mrs Sarah Matthews
c/o HR Department
King's College, Taunton, Somerset TA1 3LA

CSweet@kings-taunton.co.uk
SLMatthews@kings-taunton.co.uk
01823 328105/328231

The closing date for applications is Friday 31 May 2024.





King's College

TAUNTON

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www.kings-taunton.co.uk