South London Theatre

General Council – role descriptions

General Technical Manager

Being a member of the SLT General Council

All members of General Council (GC) become Directors and trustees of SLT. You can read more about what being a trustee means here, but in essence it's about looking after the interests of SLT and our members. We need to make sure we are behaving legally and responsibly, are using our resources effectively and are accountable for what we do. You will be part of the decision-making that makes that happen. We hold monthly GC meetings, our AGM and annual away day, that you will be expected to attend (although we're all allowed a holiday!). All members of GC will also be expected to promote equality, diversity and inclusion and good safeguarding practices.

Specific to the role – General Technical Manager

The main purpose of the role is to manage the technical running of the theatre, ensuring productions are carried out safely in line with health and safety requirements. The main responsibilities include:

1. Having care and control of all stage equipment (including lighting and sound).
2. Liaising with the Theatre Directors regarding the technical feasibility of productions.
3. Promoting excellent practice with regards to health and safety and ensure risk assessments are undertaken.
4. Ensuring that the Stage Manager of each production effectively carries out the 'Get in' and 'Get out.'
5. Providing training on backstage and technical areas of show production. Lighting, sounds, construction, health & safety, etc.
6. Ensuring that stocks of consumables are maintained.
7. Maintaining an up-to-date inventory of all non-consumable stock.
8. Advising annual financial meetings called by the Financial Director of expenditure requirements for the projected Season and to administer the allocated budget.
9. Liaising with the Building Manager on theatre hire requests and health and safety matters.

What skills do you need?

A combination of technical and personal skills is helpful for this role. On the technical front, it will be helpful to understand/be:

- Basics of rigging, lighting systems, sound and projection.
- General construction/engineering for set construction.
- Basics of electrics and electronics.
- Computer literate. (PC systems and hardware)

You will also need to be a good team player, utilising other members' skills and knowledge; a good delegator, and able to explain technical matters simply and clearly.