



ROLE OVERVIEW

Stage crew help with the smooth-running of events and hospitality taking place in our unique Grade 1 listed concert venue, providing a first-class standard of service for all visitors and performers ensuring safe and secure environment.

Working as part of the Stage Crew you will support in the preparation for the events including but not limited to stage extensions/staging, venue set-up, hall arrangements and orchestra set up. You will also assist the Duty Manager in any layout and technical changes that could occur throughout an event.

We are looking for someone with a flexible and can-do approach, who understands the needs of a working venue juggling a busy schedule of events throughout the year and who can bring their specific experience to support both the artistic and commercial aspects of our overall operations.

PERSON SPECIFICATION

We are keen for individuals with a wide range of experiences and backgrounds to apply for this role and are happy to consider applicants without direct work experience of every element of the key responsibilities listed.

Essential

- Previous experience of working in a either stage, lighting or sound environment.
- Ability to work well under pressure.
- Strong interpersonal and communication skills
- Ability to problem solve and act on initiative
- A pro-active attitude with the ability to work as part of a team
- Strong work ethic and a positive can-do approach
- Excellent time-keeping skills with a committed and responsible attitude
- Ability to react quickly to new information and situations
- Willingness to be flexible and work the required hours including evenings and some late nights, weekends and some public holidays
- Understanding and enthusiasm for what Sinfonia Smith Square aims to achieve as both an orchestra and a venue

**Desirable**

- Trained in Manual Handling
- Trained in First Aid
- Experience of working as part of a team in an arts venue
- Knowledge of classical music and the wider arts industry

Terms of Employment

This is a casual position, and hours will be agreed with successful candidates according to a rota agreed one calendar month in advance.

Salary: £12.50 per hour + holiday pay (minimum 3-hour call)

Pension: Sinfonia Smith Square operates a work-place pension scheme which all staff are eligible to join subject to standard pension auto-enrolment procedures

Hours: flexible, according to the rota agreed one month in advance

Annual Leave: Annual Leave entitlement is calculated pro rata and paid monthly

Probationary period: Six Months

Notice Required: One Month

Start date: September 2024

HOW TO APPLY

To apply for this position, please send your CV/a summary of your experience to Lauren Atkinson, Venue Manager by email at lauren@sinfoniasmithsquare.org.uk

Recruitment to this role is ongoing and there is at present no specific deadline for applications.