

Recruit

Job Title: Head of Sound

Reporting to: Technical Manager

Salary: £26,523 annually

Duration: Full Time | Permanent

Hours: As required, but no less than an average of 39 hours per week and within the Working Time Regulations

Holiday entitlement: 20 days + Bank Holidays

Period of notice: 3 months

Timeline:

Application deadline: 10am Monday 3 January 2022

First round interview via QTH Zoom: Friday 7 January 2022

Second round interview, in person at QTH: Wednesday 12 January 2022

Fill in our application form at www.queens-theatre.co.uk/qrecruit

For assistance please email recruitment@queens-theatre.co.uk

Applications by CV will not be considered



Purpose of the Role:

The Head of Sound will take senior responsibility for the delivery and management of sound requirements for Queen's Theatre Hornchurch Productions and co-produced work, presented performances and related projects.

Main Duties:

- To work with and support the creative teams of individual productions to realise the production's sound design to the highest standard within allocated resources, effectively supporting and facilitating freelancers to do so.
- To generate accurate costings for sound requirements for produced/co-produced work
- To be responsible for organising all sound equipment hires and purchases within agreed budgets
- To administer individual production/co-production sound budgets
- To take on show roles, including engineering for produced and presented work
- To liaise with presented artists as scheduled in agreement with the Technical Manager
- To maintain the theatre's sound equipment at an appropriate level, research and propose new sound equipment purchases and develop the sound equipment replacement programme
- To maintain, develop and ensure the effective operation of best practice sound related access equipment e.g. that related to audio induction or induction loops
- To support the Theatre's technical needs across all QTH activities – including Learning and Participation, Fundraising, events programming at the theatre and at other venues
- To fulfill the PRS reporting requirements for each production
- To ensure the licensing of all radio frequency equipment
- To promote and ensure the highest level of Health and Safety across the organisation, ensuring all work is safe and complies with current entertainments licensing, fire, building and Health and Safety legislation
- To support the creation of access requirements on productions, including pre-recorded audio description
- To be an effective representative of the Theatre in all situations and demonstrate the highest level of customer care and service
- To undertake training as required
- To be aware of, adhere to and uphold, the Theatre's policy on Equality of Opportunity

Person Specification

Essential:

Significant relevant experience working in sound within the arts and/or entertainment industry
Excellent knowledge and understanding of current sound equipment and practices.

Desirable:

Thorough knowledge of QLab
Thorough knowledge of Digico sound desk
Experience of mixing on an actor-musician musical
CAD skills