



Deputy Chief Projectionist

About us

The Ambassador Theatre Group is an extraordinary success story. Founded in 1992 in the UK, we have become the world's number one live theatre company; we operate iconic venues, run major ticketing platforms and produce award-winning shows. Our mission is to bring the very best in live entertainment to the largest possible number of people.

People are at the heart of our success. We are passionate about bringing great live experiences to the widest possible audience; about giving the world's best creative talent the stage it deserves; and about providing our people and partners with opportunities to realise their full potential.

Our values

In everything we do, we strive to be Ambitious, Collaborative, Passionate and Smart.

- We are **ambitious** and seek to exceed people's expectations.
- We are **collaborative** and help each other to reach our goals.
- We are **passionate** about our work, our business, and our industry.
- We are **smart** in our quest for simple, efficient, and innovative solutions.

Corporate Social Responsibility: our priorities

- Next Generations: introducing tomorrow's audiences to the pleasures of live entertainment, recruiting and nurturing the next generation of industry talent.
- Inclusion: improving and promoting diversity, inclusion and well-being in the workplace.
- Sustainability: helping reduce our impact on the environment by making our business more sustainable.

A Stage for Everyone - Our Inclusion, Diversity, Equity and Access Mission Statement

Our stages are a platform for compelling stories – stories that are for all, by all, and of all. We shine our spotlight on our differences and believe that understanding and celebrating these differences makes us better global citizens. We are passionate about the pursuit of true diversity and equality. We strive to make our venues beacons of these ideals in our communities. Onstage and off, we hold ourselves accountable for nurturing an inclusive culture, one in which everyone can bring their authentic selves. At ATG, we provide a stage for everyone.

We recognise that we do not have all the answers; but we strive to listen, to learn and to change in order to ensure ATG becomes a truly inclusive organisation. We therefore welcome and encourage applications from individuals from the widest possible range of backgrounds and particularly welcome applications from those currently underrepresented in our workforce.

We are a Disability Confident Committed Employer, which means that we are taking action to ensure that people with disabilities and long-term health conditions feel supported, engaged and able to fulfil their potential in the workplace. We will offer an interview or recruitment event to disabled candidates who tell us they wish to participate in the scheme and who demonstrate in their application that they best meet the essential criteria for the role. Where we receive more applications than we are reasonably able to interview for any given role, we will retain applications for the next available interview opportunity wherever possible.

If you'd like to discuss accessibility prior to applying, please email recruitment@theambassadors.com for a confidential discussion.

The Deputy Chief Projectionist Role

This role is based at Nova Cinema.

You'll report to the Chief Projectionist and be responsible for the team of Casual Projectionists. You'll also work closely with the Cinema & Events team, along with Customer Experience, Marketing & Communications, and Ticketing. Working weekends and week-nights is an expected and necessary aspect of the role.

Nova Cinema features seven screens, including a luxury screen complete with electric recliners, and a premium-large format screen boasting Dolby Atmos sound and crystal-clear 4K image. As Deputy Chief Projectionist, you'll assist the Chief Projectionist in ensuring Nova Cinema's high level of quality, making it the go-to destination for film lovers; not only will this mean managing content and completing maintenance tasks, but also assisting in operational matters concerning the programme, running the technical side of private hires and events, and ensuring that cinema technology is accessible to all.

Key responsibilities

- Ensuring the smooth running of films and events, including special screenings and event cinema.
- Working alongside the Chief Projectionist in the organisation and execution of protocols relevant to the functioning and improvement of the cinema.
- Taking charge of the Projection department during the Chief Projectionist's absence.
- Resolving technical issues when they arise.
- Running routine maintenance on equipment.
- Managing the receipt and distribution of content.
- Running satellite tests for live event cinema.
- Setting up and running all technical aspects of hires, including corporate and internal events.
- Capable and willing to deal with customers and clients in a helpful and friendly manner.
- Raising purchase orders for film distributors, pulling box office reports when required, and setting up new suppliers when needed.
- Rehearsing films to ensure the perfect viewing experience for customers.
- Working alongside Marketing & Communications to ensure marketing assets are displayed correctly in cinema screens and other digital signage.
- Attending meetings, liaising with other departments, and taking the initiative in communicating speedily and effectively.
- Curating the music playlists for the foyer.
- Assisting in the training of new Projectionists.
- Taking on additional projects that enhance or streamline our customer offer, departmental workflow, or communication with other departments.
- Adjusting the air handling units and air handling schedule.
- Changing projector xenon lamps alongside the Chief Projectionist.

Everyone's responsibility

Everyone at ATG is expected to play their part in achieving our goals and upholding our core values, by:

- Committing to creating and upholding a positive, inclusive culture that nurtures potential and supports well-being.
- Playing your part in reducing our environmental impact and finding more sustainable ways of working.
- Encouraging the next generation in live entertainment by contributing to our outreach and training programmes, including mentoring students and trainees, and supporting our Creative Learning and Community Partnerships work.
- Having a positive attitude to health and safety, legal and insurance requirements and take care to understand our policies and procedures. You'll help us uphold a positive culture around meeting our obligations.

We are all expected to participate actively in the life of the company, and opportunities will arise for you to collaborate with others across the business. Everyone at ATG is expected to be flexible and adapt as the needs of the business change, taking on new or different responsibilities as the need arises.

Your skills, qualities, and experience.

If you are able to demonstrate many of the essential criteria, we encourage you to apply, and welcome transferable skills from other industries or backgrounds. We can give experience of any desirable criteria but may also use them to decide between candidates for this role.

Desirable

- Previous Projectionist experience, including experience with Theatre Management software, screen server software, and projector software.
- Experience communicating and working inside a large venue or organisation.
- Experience with conferencing equipment (mixing desks, microphones, PA speakers, scalers).

Essential

- A passion for film and film presentation.
- Excellent organisational and time-keeping skills.
- Excellent communication skills.
- Confidence in liaising with customers and clients.