



Deputy Head of Stage

About Us

ATG Entertainment is proud to stand at the forefront of the live entertainment industry.

Our expertise and capabilities enable producers and other creatives to bring their visions to life and create unforgettable performances for audiences, presented in our landmark venues and delivered with exceptional hospitality. It is the passion of our teams, that cover every discipline across the live entertainment industry, that underpins our continuing strategic growth and success.

We own, operate or programme some of the world's most iconic venues; ATG Entertainment manages 64 venues across Britain, the US and Germany.

We are the world leader in theatre ticketing; We process more than 18 million tickets every year for hit musicals, acclaimed plays, concerts, comedy shows and a variety of other live events across the UK, US, and Germany.

We present the world's best live entertainment in our venues; working alongside the world's leading producers and creative artists, our venues present an extraordinarily diverse range of top-quality entertainment.

We produce award-winning shows; our in-house production team, ATG Productions, are dedicated to producing critically acclaimed, commercially successful and creatively ambitious work for the West End, Broadway, Continental Europe and beyond.

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 entertainment, 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 Entertainment 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@atgentertainment.com for a confidential discussion.

The Deputy Head of Stage Role

The Deputy Head of Stage is a senior member of the Technical Team in each of our Manchester venues. Your line manager is the Head of Stage, whom you are required to deputise for on occasions, and manage a pool of casual technicians. You'll work closely with the full-time technical team and other Heads of Department across both venues.

The role will be based in the Manchester Opera House and the Opera House will be your 'home' venue. Reporting to the Head of Stage, you will have responsibility for leading the Stage / fly team of that venue, and on occasion you will be required to work at the sister theatre dependent on the requirements of the programme. You'll assist the Technical Manager and the Head of Stage in managing the technical operations of your 'home' venue, working closely with the Technical HODs.

As a senior member of the department, you will assist the Technical Manager in the implementation, monitoring, and cultural approach to workplace safety and compliance across the technical operations of the venue, and ensuring visiting productions, contractors and visitors are aware of and in compliance with ATG policies and procedures.

The Head of Stage and Deputy Head of Stage will lead on the maintenance of the venue's flying system, stage machinery and all equipment within the department and liaise with visiting productions regarding all staffing and health and safety requirements, providing the highest standards of customer experience for our guest.

Key Responsibilities

- To deputise for the Head of Stage in their absence
- Ensure the smooth running of fit ups, load outs and shows, in line with health and safety legislation and the requirements of the visiting company
- Ensure the safe and efficient operation and maintenance of stage machinery and all equipment within the department
- Ensure the venue flying systems is maintained and safe to use with any faults being dealt with promptly
- Monitor the performance of outside contractors where appropriate, ensuring that all work is carried out to the highest possible standards and in line with Health & Safety requirements
- Obtain accurate quotations for any work to be undertaken within the venue, for submission to the Technical Manager
- Complete regular inspections of the safety curtain, lanterns, flying system, PPE, access equipment and loose rigging
- Ensure that Risk Assessments and Method statements are carried out and reviewed on a regular, agreed basis
- Ensure that all maintenance work is safe and complies with current entertainments licensing, fire, building and Health & Safety legislation
- Adhere to all Health & Safety procedures to minimise the risk of injury and accidents
- Complete and submit incident reports, near miss reports and accidents reports etc to venue management as and when they occur

Operational Requirements

- Work across both ATG Manchester venues to meet schedule and staffing requirements
- Ensure sufficient scheduling of technical staff to service the operational needs of the Palace Theatre or Opera House. To achieve this through long-term planning, costing, adhering to work time regulations and multi-skilling
- Work closely with the visiting company to ensure their technical needs are met as economically as possible and ensure these always comply with the agreed contractual terms
- Ensure that box office, marketing and front of house are advised about proposed removal of seats for sound desk position/s etc
- Ensure that materials and services required by the electrical department are ordered in accordance with the company's approved procedures
- Observe and operate within the UK Theatre / BECTU Code of Conduct for Get-ins, Fit-ups, and Get-outs
- Ensure the visiting company are aware of in-house / BECTU agreements and cost implications in advance of their visit

- Ensure any additional equipment that the visiting company request has written authorisation and venue management are made aware for recharge purposes

People Management

- Lead the technical team in your field of expertise (Stage and flies)
- Recognise yours and others' skill sets, ensuring the technical team perform in a multi-skilled environment, working between stage, LX, fly and sound disciplines
- Ensure that all necessary documentation (e.g. employee timesheets, compensatory rest, holidays etc) is completely accurate and submitted to venue management as required
- Ensure all casual personnel changes and holidays are processed in accordance with the company's procedures
- Attend training courses as required to further self-development for you and your team
- Ensure all the company's policies and procedures are adhered to

Everyone's Responsibility

Everyone at ATG Entertainment 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 Entertainment 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 have most 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.

	Essential	Desirable
Qualifications & Technical Competencies	<ul style="list-style-type: none"> • Computer literacy • Attendance on relevant health and safety courses 	<ul style="list-style-type: none"> • Recognised vocational, FE or HE qualification in a relevant discipline • Experience in rigging
Experience	<ul style="list-style-type: none"> • Proven knowledge of maintaining and operating flying systems • Experience of leading small teams within theatre / live performance • Previous experience in an inhouse technical role • Experience in developing and implementing safe systems of work • Administration, to include booking of staff, liaising with incoming productions and preparing pay roll documentation 	<ul style="list-style-type: none"> • Experience of delivering training • A good understanding of all technical disciplines
Skills	<ul style="list-style-type: none"> • Excellent written and oral communication • Organisational skills • Ability to work under pressure and to deadlines • Ability to work at height 	<ul style="list-style-type: none"> • Confident in public speaking

	<ul style="list-style-type: none"> • Ability to work the required hours 	
Values	<ul style="list-style-type: none"> • Flexible and Positive • Open to learning and new ways of doing things • Generous and supportive of colleagues • Recognises the importance of building a diverse and inclusive workforce 	
Knowledge	<ul style="list-style-type: none"> • Working knowledge of health & safety legislation • Understanding of equal opportunities and appreciation of workforce diversity 	