



Head Of Lighting & Sound

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 Head of Lighting & Sound Role

You'll report to the Technical & Buildings Manager and be responsible for the Senior Technicians. You'll also work closely with the Head of Stage to be a part of the crew for get in's, get outs and the running of shows as Duty Technician. The Head of Lighting and Sound is expected to Keep abreast of industry trends and technological advancements to continuously improve the quality and efficiency of the venue. You will advocate for the department's needs and resources within the Empire, such as requesting upgrades to equipment or facilities.

You will have exemplary skills in communication and collaboration between different departments and in supporting the Technical and Buildings manager to ensure seamless integration of lighting, sound elements and other aspects of the role. Taking a leadership role in resolving any issues or conflicts that may arise Back of House, ensuring the smooth execution of productions.

By fulfilling these responsibilities and supporting your role effectively, the Head of Lighting and Sound contributes to the overall success of productions at Liverpool Empire and helps maintain its reputation as a premier entertainment venue.

Key responsibilities

Staffing/Rota

- To ensure the efficient scheduling of Technical Staff (with the Head of Stage) to service the operational and business needs of the Empire Theatre. To achieve this through long-term planning and awareness of annualised hours, costing and careful scheduling of all hours including the Senior Technicians and Casual Staff. Flagging any concerns to the Technical and Buildings Manager in good time.
- Work as part of the team for get in's / outs and some Duty Technician shifts
- Scheduling will include taking into account team meetings, and ensuring time is carefully scheduled to work on relevant departmental administration and housekeeping.
- Leading the lighting and sound Senior Technicians, including hiring, training and providing guidance and mentorship for skills development.
- Assist the Senior Technicians in managing the casual staff when required.
- Assist the Head of Stage in developing a skilled, cohesive and motivated team by ensuring exemplary standards of communication, development and training.

Visiting Companies

- 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.
- 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.
- Work with Promoters and visiting companies to provide transparent costings and settlements. Ensure any costs discussed with the visiting company including get outs are fully captured and shared with the visiting company and the Technical & Buildings Manager.

- Liaise with the visiting company regarding their health and safety information – obtaining all relevant paperwork that is required as per ATG policy.

Financial

- To coordinate electrics team time sheets, ensuring that they are correct and ready or processing on time.
- Obtain accurate quotations for any work or technical projects to be undertaken within the scope of the role for submission to the Technical & Buildings Manager.
- Work within the Electrics consumables budget and advise the Technical and Buildings manager of any additional spends required in good time.
- To provide costings to visiting companies in advance of their visit.

Maintenance / Contractors

- Create a planned, rolling programme of maintenance to ensure the safe and efficient operation of all Lighting and Sound equipment located within the venue including PAT testing.
- Monitor the performance of external contractors where appropriate, ensuring that all work is carried out to the highest possible standards and in line with Health & Safety requirements.
- Follow the Risk Management System for contractors and issue permits where required.
- Ensure that all maintenance work is safe and complies with current entertainments licensing, fire, building and Health & Safety legislation.

Health and Safety

- You will play an active role in the Risk Management system and Audits, checking systems and procedures and ensuring full compliance at all times.
- Responsibility for the technical areas and the running of fit ups, load outs and shows, in line with ATG Risk Management System and the requirements of the visiting company.
- Be the Duty Tech for shows when required to provide good communication to FOH and Stage Door on all safety aspects including fire activations.
- Ensure that Risk Assessments and Method statements are carried out and reviewed on a regular, agreed basis in line with the Risk Management System.
- Adhere to all Health & Safety procedures to minimise the risk of injury and accidents.
- Ensure that only qualified, trained and experience personnel can operate electrical equipment within the venue and that they adhere to the company Health & Safety Policy.
- Complete and submit incident reports, near miss reports and accidents reports etc to venue management as and when they occur.
- Liaise with the visiting company regarding their health and safety information – obtaining all relevant paperwork that is required as per ATG policy.

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.

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Relevant Industry qualification, or proven relevant experience. • Proven knowledge of lighting and sound controls • Computer literacy • Attendance on relevant health and safety courses 	<ul style="list-style-type: none"> • Electrical Qualification
Experience	<ul style="list-style-type: none"> • Experience of leading technical teams within theatre / live performance. • Previous experience in lighting / sound departments • Experience in developing and implementing safe systems of work. • Administration, to include booking of staff, liaising with incoming productions and preparing pay roll documentation. • Manual Handling in the entertainment environment. 	<ul style="list-style-type: none"> • Experience of delivering training • Rigging experience
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. • Ability to work the required hours 	<ul style="list-style-type: none"> • Confident in public speaking • Experience with EOS series consoles • Experience with D&B R1 Software
Values	<ul style="list-style-type: none"> • Flexible and Positive. • Open to learning and new ways of doing things. • Supportive of colleagues. • Recognises the importance of building a diverse and inclusive workforce. 	<ul style="list-style-type: none"> • Experience in sustainability and environmental procedures
Knowledge	<ul style="list-style-type: none"> • Working knowledge of health & safety legislation. • Understanding of equal opportunities and appreciation of workforce diversity. 	