



JOB DESCRIPTION

JOB PURPOSE

To work effectively as a **Deputy Lighting Manager**, managing a Lighting team, ensuring that all assigned activities associated with the Technical Department are carried out to the highest possible standard of efficiency, safety and quality at all the Dubai Opera's ('DO') places of work

KEY ACCOUNTABILITIES:

- To deputise as required for the Lighting Manager
- To take responsibility as required for your specific Lighting teams attendance, safe working, motivation, discipline and welfare, and support effective team working at all times
- To be able to work unsupervised at all times
- To manage all grades of Lighting management and technicians below you for attendance, safe working, motivation, discipline and welfare
- To adhere to all standards of quality, efficiency and safe working practice as advised by Technical department
- Ensure that you, the Lighting management and the Lighting Technicians "cross train" in Sound related areas and Stage related areas when necessary in order to accommodate the efficient operation of the technical department. This may involve working alongside colleagues primarily trained in those specific areas on an equal basis, sharing the workload across the Technical department
- Manage as required all necessary technical work for a production or project, whether it is an incoming / touring production or 'DO' initiated event / production. This may include involvement from stores / workshops to rehearsal rooms, to stage rehearsals and performances, and return to stores
- Be able to train and assess colleagues and exterior personnel necessary to support the operation of the 'DO'
- Maintain close liaison with other Technical Department members to ensure efficient use of resources
- To be able to create and work within the allocated budget and alert your line manager of any implications from any activities that may compromise that budget arising from issues on any visiting company, production or event
- Carry out the recruitment of fixed term and casual staff.
- Carry out relevant training, induction and coaching
- Assist in development of departmental members and their skills, assessing and recommending, appraising and monitoring training as appropriate
- Carry out informal, but assist in the formal interviews of the disciplinary procedure as required and keep appropriate records with the Technical department
- Manage day-to-day, week-to-week scheduling and planning of all activities required for the efficient running of your team in the technical areas
- Undertake relevant tasks using specific in-house equipment for data reference or storage via computer or any relevant electronic platform based system currently or proposed in the future
- Flexibility to work long varied hours including weekends, evenings, overnight, public holidays and scheduled performances as required

Service Support

Have an excellent & proven track record in the operation and delivery to the highest possible standard as scheduled and to include but not restricted to:

- Performance related stage productions and events
- Lighting Equipment, accessories, audio visual, projection equipment and be competent in their operation
- Lighting Control Systems and communications equipment and be competent in their operation
- Be fully conversant in the operation and first line maintenance of all Lighting, video projection and special effects equipment
- Be able understand, create and interpret ground/ rig plans and stage running 'plots' and que sheets across a wide variety of formats
- Of Microsoft Office and be able to be trained to operate any new or specific programs that may become available in the future. Be able to be trained in AutoCAD, WISIWIG, Vector works or any other Lighting specific software program
- Of Lighting related automated and motorised Lighting Units
- Hanging, Rigging and setting of all lighting and video projection equipment
- Of access equipment, mechanical handling equipment
- Of flying operations, operation of lifting equipment for the rigging of Lighting, sound and stage operations
- Assembling/building of modular and temporary structures

Health and Safety

Undertake essential Health and Safety training to the required standard, and any other training as required, with a good knowledge, including but not restricted to:

- IOSH – Managing safely ,LOLER, COSHH
- Manual handling
- Working at height
- Safe use of access equipment
- Be aware of and uphold all local Health and Safety implications and other relevant legislation.
- Carry out the investigation of all incidents and/or accidents and ensure they are reported and proper records kept
- Carry out the creation and development of risk assessments for any relevant technical related operations as required

People Skills

- Strong communication skills to ensure effective interactions at all levels across a multi-disciplinary and multi-cultural team
- Be able to closely liaise, advise and take direction from artistic teams
- Take direction from members of staff in authority
- Be able to give clear direction to staff working for you
- Team player and well-motivated
- Willingness to learn new skills and pass on skills to other work colleagues

QUALIFICATIONS, EXPERIENCE & SKILLS

Minimum Qualifications

- Have a local or internationally recognised professional qualification in the specific field / skill base of Lighting Management

Typical Experience

- Excellent Understanding of Lighting operations for a theatrical /events venue, international touring and their requirements in a receiving or repertoire venue primarily for the staging of productions and events
- Have a minimum of 8-years proven professional work experience in this specific field, being that of a theatre lighting technician / engineer.
- Additionally have worked professionally for at least 3-years in a middle management or lower management role in this specific field in a large theatrical /events venue

Job-Specific Knowledge & Skills (Indicate required level: *basic, intermediate, advanced or expert*):

- Demonstrate a strong understanding of all stage related technical areas, particularly with a Lighting bias:
- Lighting control consoles, Lighting systems and equipment, with understanding of lighting principles, electricity, engineering principles, flying operations, rigging, special effects (smoke, dry-ice, fire) and video projection.
- Strong knowledge of pyrotechnics and stage lighting effects
- Good IT skills, competent in Microsoft Office, Filemaker Pro and ideally AutoCAD
- The drive and expertise to maintain up to date knowledge of developments in technical lighting, audio visual and video projection

COMMUNICATION RESPONSIBILITIES

Internal:	Head of Technical, Technical Heads of Department, Event Operations, Programming, Safety, Security.
External:	Contracted Companies, General Public, Hirers, Vendors, Suppliers.