**Job Description**

*Note: This Job Description reflects the current situation. It does not preclude change or development that might be required in the future.*

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| Job Title: | Assistant Head of Lighting |
| Job Type: | Technician |
| Job Nature: | Technical |
| Unit: | Royal Opera House Muscat |
| Department/ Section: | Technical Department / Lighting Section |
| Reports To: | Head of Lighting |

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| Purpose |
| To work effectively as a **middle manager**, managing a specific 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 ROHM’s places of work as laid down by the Technical Director. |

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| Key Accountabilities and Activities |
| **General Duties:**   * **To deputise as required for the Head of Lighting** * 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 * The 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 yourself, 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 ROHM 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 ROHM * 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 varied long hours, weekends, public holidays, overnights and scheduled performances as required * Your duties will encompass a substantial amount of manual handling of bulky and odd shaped items, the loading and unloading of vehicles and general housekeeping responsibilities in the technical areas * The application of good *customer service* *skills* are an essential part of your duties; during your working hours you are quite likely to come into direct or indirect contact with technical department colleagues, other ROHM staff, guests of or visitors to ROHM and or the General Public and in these circumstances you will be seen as a represent of ROHM. * Any other duties, assigned by the line manager/director.   **Service Support**   * Have an **EXCELLENT WORKING KNOWLEDGE** 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, Vectorworks 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, including but not restricted to: * Understanding of and Application of *Best Practice* such as:   + - IOSH – Working Safely     - LOLER   + 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. * Ensure that all incidents and/or accidents are reported and proper records kept * Participate in the development of risk assessments for any relevant stage operations as required |

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| Responsibilities |
| * Take direction from members of staff in Authority * To perform at your highest standard the carrying out of your duties, showing respect for and understanding to all colleagues and to be honest about and take responsibility for faults or failure. * Reporting directly to your supervisor for carrying out your role and duties in a safe and efficient manner and in accordance with the laws and regulations of the Royal Opera House Muscat. |

**Person Specification**

**Essential Knowledge / Skills and Experience**

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| Role Requirements | |
| Qualification: | Have a local or internationally recognised professional qualification in the specific field / skill base and at least **5**-years proven professional work experience in this specific field, being that of a theatre lighting technician / engineer.  Or:  Have a minimum of **7**-years proven professional work experience in this specific field, being that of a theatre lighting technician / engineer.  and  Additionally have worked professionally for at least **4**-years in a middle management or lower management role in this specific field in a large theatrical /events venue. |
| Experience / knowledge: | * **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 * 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, dri-ice, fire) and video projection. * Strong knowledge of pyrotechnics and stage lighting effects * Good IT skills, competent in Microsoft Office and ideally AutoCad * The drive and expertise to maintain up to date knowledge of developments in technical lighting, audio visual and video projection |
| People Skills: | * Strong communication skills to ensure effective interactions at all levels across a multi-disciplinary and multi-cultural team * 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 |
| Supplementary Skills: | * Knowledge of Rules & Regulations in the Royal Opera House Muscat. * Ability to work under pressure and problem solve. * Being familiar with the improvements and trends of the Live Performance Lighting industry. * Fluency in English and Arabic, spoken and written preferably or and who has knowledge of other language. |

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All applicants must attach a letter detailing why you would like the position, a copy of your CV and references which should be emailed to: [careers@rohmuscat.org.om](mailto:careers@rohmuscat.org.om). Email subject must be “Job Title” you applied for.

For more information, please visit our website:

[http://www.rohmuscat.org.om](http://www.rohmuscat.org.om/)