

## Job Profile

# Venue Technician

Grade D

JE ID : HAY169C

Date: June 2026



Gloucester  
City Council

### About the Job

- Support the planning and delivery of technical and production requirements across the cultural venues, ensuring smooth operation and contributing to the ongoing development of the cultural offer.
- To apply and maintain specialist technical expertise across lighting, sound, AV, rigging and venue systems, ensuring all activity meets high standards of safety, compliance and professional presentation.

### This is what we need you to do..

- Deliver technical production across sound, lighting, cinema projection and AV, working closely with the Technical Team Leader and visiting companies to ensure all elements meet high professional and industry standards.
  - Deputise for the Technical Team Leader as required, supporting technical enquiries and ensuring timely receipt of event information.
  - Maintain technical inventory equipment across the cultural venues, ensuring accurate records, regular checks, and prompt reporting of faults or failures, while supporting income generation through equipment hire.
  - Work with stakeholders across the Cultural Services team, to plan and deliver high quality events, providing expert technical advice and guidance.
  - Develop and keep updated detailed technical specifications and plans for each of the programmable spaces.
  - Support the coordination of the technician rota, including liaising with freelancers and ensuring adherence to our code of conduct and professional presentation standards.
  - Contribute to ensuring that the cultural venues are welcoming and supportive of all visiting artists, creatives, and participants at all times they are with us.
  - Comply with all Health and Safety regulations including LOLER, electrical safety, working at height, and safe working practices - ensuring safe environments for staff, artists and audiences.
  - Train operational colleagues in basic technical competencies and contribute to upskilling the wider team.
  - Contribute to the development of the cultural venues, improving the sustainability and quality of the technical provision.
- Ensure the highest standards of cleanliness, security and safety of the venue, its contents, and customers. Proactively report issues with facilities, health and safety (undertaking first aid, fire warden duties, and EVAC Chair evacuation) and potential security threats.

### General duties..

- Maintain and develop constructive relationships as part of a collaborative working environment.
- Engage with stakeholders (internal and external) through effective communication to ensure good performance and continuing service improvement.
- Demonstrate a commitment to personal and professional development, working with managers to identify any gaps in skills, knowledge and expertise and plan for improvement.
- Consider the financial implications of any activities affecting the use of council funds, seeking best value for money, and identifying or recommending more cost-effective options.
- Work in a flexible and adaptable way with a 'can-do' attitude that gets things done right the first time.
- Take on any other additional duties as reasonably required within Gloucester City Council.

### Special conditions..

- This post is subject to annualised hours and will include evening and weekend working.
- Role requires lifting/transporting heavy objects and working at height to carry out installations and essential maintenance.

## Monitoring and ongoing development of outcomes

As part of the annual appraisal, outcome-based targets will be developed in conjunction with the post holder and will supplement this job profile. The job profile will be subject to regular review and the council reserves its right to amend or add to the accountabilities listed above.

## The ideal candidate will have...

### Experience

- Planning and delivering live events in the cultural industry, working successfully with internal and external stakeholders.
- Setting up, operating, and maintaining technical equipment in a professional live event environment in at least two of the following areas: sound, lighting or digital/AV.
- Delivering digital and/or hybrid events, webcasting and streaming.
- Delivering a creative programme including (but not limited to) music, comedy, theatre, circus, dance and immersive forms.
- Ability to remain calm and effective under pressure, including in high profile public situations.

### Knowledge, Skills and Understanding

- Knowledge and awareness of health and safety regulations and practices and how they relate to technical equipment including risk management, LOLER and electrical safety.
- Practical and up to date knowledge of lighting, sound, and digital equipment, with the ability to provide clear advice and support.
- Ability to build positive working relationships, communicating clearly with the team and a range of internal and external stakeholders.
- Ability to work with changing technology and embrace digital transformation.
- Ability to confidently make decisions, communicating them clearly, whilst often working under conflicting pressures.
- Ability to oversee the work of others, providing training and guidance.
- Demonstrable experience of effective problem solving.
- Excellent planning and organisational skills, ability to work to deadlines under pressure and to effectively manage own time.

### Behavioural Attributes

- **Deliver value in a green and sustainable way:** Taking ownership of your work you will work flexibly to provide great services to meet personal, organisational and customer expectations whilst contributing to Net Zero emissions targets.
- **Forward thinking with innovation:** Being creative and using your initiative you actively seek to improve and future proof services and processes.
- **Work together to make residents lives better:** Delivering good customer services by listening and raising awareness of what we do.
- **Passionate about the city:** Being loyal to Gloucester you take pride in the quality of your work and understand how it improves the reputation and quality of our city.
- **Treat all with fairness, compassion, and respect:** You are courteous to customers and colleagues and considerate of others circumstances and feelings, keeping an open mind.

Expected to perform at level 2 of Gloucester City Council's Employee Behaviours Framework

### Education & Qualifications

- Professional qualification in a technical or electrical specialism
- NEBOSH or IOSH qualified.
- First aider or prepared to undertake training.
- Prepare to undertake training to become a fire warden.
- EVAC Chair trained or prepared to undertake training.
- Working at Height / Manual Handling training.
- PASMA Towers for Users qualification\*  
\*(Willingness to undertake training if not currently trained)