

fuseinternational.org

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FUSE

INTERNATIONAL

**Deputy Production /
Technical Manager**

FUSE International 2023

**CREAT:VE
YOUTH**

Creative Youth, Kingston, London. Registered charity no: 1132314.

Registered company no: 06848384.



About FUSE International:

FUSE International is a multi-arts youth fringe festival in Kingston Upon Thames, South West London.

The festival takes place between the 30th June and 9th July 2023 and features theatre, cabaret, dance, live music, visual arts, comedy and more. It provides a platform to share and celebrate young creative talent from across the UK and around the world.

The festival runs across several venues in Kingston:

- The Rose Theatre (Main house and 2 studio spaces)
- Arthur Cotterell Theatre (ACT) (Main house and studio space)
- FUSEBOX– a flexible arts space, new for this year's festival
- Two outdoor spaces

The FUSE technical staff will mainly work across the Rose Theatre and the outdoor spaces.

We are recruiting for a **Deputy Production/Technical Manager** for this year's festival.

The roles are offered on a freelance basis across the 12 days of the festival, on an hourly rate. There will be a minimum of 1 day off during the festival.

Candidates will need to be available for the duration of the festival, although NAs can be discussed once schedules are confirmed.

To Apply:

Please send a CV a covering email detailing relevant work experience and qualifications that recommend you for this role to Tina Dezart (Production Manager) on fuseproduction@creativeyouthcharity.org

If you require this application in an alternate form or wish to ask any questions please send an email to Daniel (General Manager) on generalmanaer@creativeyouthcharity.org



Deputy Production/Technical Manager – Job Description:

Reports to: FUSE Festival Director, FUSE Production Manager

Works with: FUSE staff, Venues technical staff, visiting companies

Rate of Pay: £170 / day (20 days including 8 days advancing 11 days during the festival and 1 day wrap up)

Responsibilities:

Pre-Production:

- Attending a day of site visits to FUSE partner venues with the Production Manager.
- Checking technical forms submitted by visiting companies and ensuring that their technical requirements can be delivered in each space.
- Chasing companies who have not yet submitted their technical form and relevant documents.
- Sourcing quotes for technical hires when required and ensuring that the allocated resources are suitable in each venue / space.
- Checking and signing off, with the Production Manager, visiting company RAMS.
- Feeding in any show specific RAMS into the overall FUSE RAMS.
- Liaising with Fuse partner venues on any technical requirements or questions from visiting companies.
- Ensuring good communication with visiting companies, liaising on technical schedules, additional hires, and costs to the companies.
- Assisting the Production Manager with artist and staff advancing including creating artists and staff packs, ensuring all artist documents are collated and updated in venue folders and the master tracking document is kept up to date.
- Attending Production Meetings as required in the run up to the festival, dates to be agreed with the Production Manager.

Post-Production:

- Assisting the Production Manager with any equipment returns.
- Assisting the Production Manager with any festival wrap up such as budget and receipt reconciliation.
- Providing feedback on the festival to the Production Manager and FUSE team to help improve the festival operations for future years.

Person Specification:

- A wide knowledge of technical theatre skills including sound, lighting, and AV.
- Sound or LX bias with experience in programming and operating.
- Experience of managing technical teams
- Strong organisational and communication skills
- The ability to interpret technical drawings.
- Good working knowledge of health and safety and safety and safe working practices
- Rigging and truss building / flying experience
- Able to work well under pressure, communicate effectively, share ideas and respect others.
- An interest in working within a fringe environment and/or with young people
- Comfortable with manual handling
- Flexible mindset and used to working in high intensity environment