



## JOB DESCRIPTION & PERSON SPECIFICATION

### Job Description

#### KEY INFORMATION

Role Title	Casual Stage Crew
Reports to	Technical Manager
Hours	5 Hour minimum call
Contract	Casual
Annual Leave	n/a
Salary	£13.11 / Hour
Location	Bradford Live

#### ABOUT TRAFALGAR ENTERTAINMENT (TE)

Co-founded by Sir Howard Panter and Dame Rosemary Squire in 2017, Trafalgar Entertainment is a premium international live entertainment business focussed on new productions, venue ownership, Performing Arts education, theatre ticketing, the distribution of live-streaming innovative content and the provision of great theatres where people can come together to share in the experience of live entertainment. TE is home to Trafalgar Theatres, The Chiswick Cinema, Trafalgar Theatre Productions, Trafalgar Releasing, Trafalgar Tickets, Stagecoach Performing Arts, Drama Kids/Helen O'Grady Drama Academy, ticketing company London Theatre Direct, Stagedoor, Jonathan Church Theatre Productions, and Imagine Theatre.

#### ABOUT TRAFALGAR THEATRES

Trafalgar Theatres is the venue-operating division of TE. We currently operate 21 venues; including 14 in the UK regions; the Trafalgar Theatre in London's West End and the Theatre Royal in Sydney. We're growing fast, we're confident in what we do, and we're ambitious about the future. There's never been a better time to get onboard.

We are passionate about entertainment, audiences, and the live experience and we value **Creativity, Collaboration, Excellence and Respect**.

#### ABOUT BRADFORD LIVE

Be part of a unique venues' team in this reimagined live entertainment and events space at the heart of Bradford's City Centre. Originally opened in 1930 the building has now been fully renovated to bring it back to its former glory as a cultural hub for the city, wider West Yorkshire area and beyond. Our auditorium can accommodate over 3,500 fans for larger concerts and house more than 3,000 guests in our fully seated configuration. We also have the beautifully restored Ballroom and other ancillary spaces to host events all year round.

#### ABOUT THIS ROLE

Working with the technical department to support productions staging and seating requirements. To support the successful delivery of live events by providing hands-on assistance with the setup, operation, and breakdown of performances, productions, and venue activities. This role is critical in ensuring smooth transitions, safe working practices, and exceptional audience and artist experiences.

## KEY RESPONSIBILITIES

- Support the technical department & touring productions during load in, set up, soundchecks, shows and load outs
- Assist with loading and unloading equipment from trucks, lorries and vans(e.g. lighting, sound, staging, backline, crew catering).
- Set up and strike staging, seating, drapes, signage, and barriers.
- Run cables, rig lighting or sound gear under supervision.
- Follow all health and safety procedures, including safe manual handling.
- Wear appropriate PPE and maintain a clean, hazard-free working environment.
- Act as a fire marshal if trained and assigned.
- Maintain venue cleanliness during and after events.
- Attend briefings and debriefs and carry out tasks as delegated by the duty technician or touring management
- Always represent the venue's values and professionalism.

## ABOUT YOU

We're looking for a punctual, reliable person with experience crewing on stages for live events. Needs to be able to communicate well and work well with large teams. Able to work flexible hours, mornings, evenings and weekends. Someone who is passionate about live events and the music industry.

### Essential Skills

- Safe and efficient loading/unloading of vehicles
- Manual handling skills (lifting, carrying, pushing cases and equipment)
- Familiarity with basic stage setup (risers, backline, mic stands, cabling)
- Competence in cable management (running and taping cables neatly and safely)
- Handling backline gear safely and respectfully (amps, drums, keys, etc.)
- Understanding of stage plots
- Awareness of show flow and stage changeovers
- Understanding of safe working zones and clearances (e.g. around flying trusses or active load-ins)
- Listening and following instructions from stage/production managers and duty technicians
- Working effectively as part of a team in high-pressure environments
- Maintaining professionalism when working around artists and tour crew
- Awareness of basic venue safety procedures (e.g. fire exits, evacuation routes)
- Ability to use PPE appropriately (gloves, steel-toe boots, hi-vis when needed)
- Awareness of noise levels and use of hearing protection

### Desirable Skills

- Forklift licence
- Previous experience with touring productions or festivals

Trafalgar Entertainment is an equal opportunity employer.

This Job Description is not an exhaustive description of your duties. You will be required to adopt a flexible approach to your role and responsibilities.

Trafalgar Entertainment is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. We welcome applications from people in groups where we are under-represented, for example people with disabilities, from minority ethnic groups, older returners and people who are neurodivergent.

This role may be subject to a Disclosure and Barring Service (DBS) check or other security screening, depending on the specific requirements of the position. We are curious, courageous, and ambitious, empowering people to challenge and innovate in pursuit of excellence.