

RECRUITMENT PACK

HOME Arches Technician
June 2025



HOME

WELCOME

Thank you for your interest in the role of HOME Arches Technician at HOME.

HOME is Greater Manchester's vibrant cross art form centre.

We commission, create and present contemporary theatre, visual art and film and provide a space for experimentation where art forms meet and interconnect.

HOME first opened its doors in May 2015: a new, £25m multi-art form venue for Manchester, operated by Greater Manchester Arts Centre (GMAC). Since opening, we have welcomed over 3 million visitors and contributed over £101 million to the Greater Manchester economy.

We became one of the few UK organisations to produce new work across theatre, visual art and cinema, achieving local, national and international artistic recognition.

Our programme is presented across:

- Five state-of-the-art cinemas, presenting one of the UK's most celebrated programmes of independent film
- Two theatres – c.500 seat proscenium arch T1 and c.130 seat flexible studio theatre T2 – presenting HOME-produced productions
- 500m² contemporary visual art space
- Digital platforms
- Talent development and engagement spaces
- In the communities of Manchester

HOME also relies on trading and secondary income to support the charity, including two bars, a restaurant, event spaces and retail space.

If you require a large print version of this recruitment pack, or any reasonable adjustments to apply for this position, please contact recruitment@homemcr.org.

OUR VISION & MISSION

WHAT WE'RE HERE FOR

We're an open and social space for the curious from all of our communities, future artists and producers of work that is provocative, playful and contemporary, of Manchester and the world.

WHERE WE WANT TO BE

We want to be central to making Manchester a major city celebrated for its distinctive art – art that enriches the lives and life chances of its people – and a magnet for artists and creatives from all over the UK.

WHAT MAKES US TICK

● We are conscientious

● We are considerate

● We are collaborative

● We are creative

● We are curious

STRATEGIC OBJECTIVES

We're here to share exciting, entertaining and thought-provoking stories with the people of our city and beyond

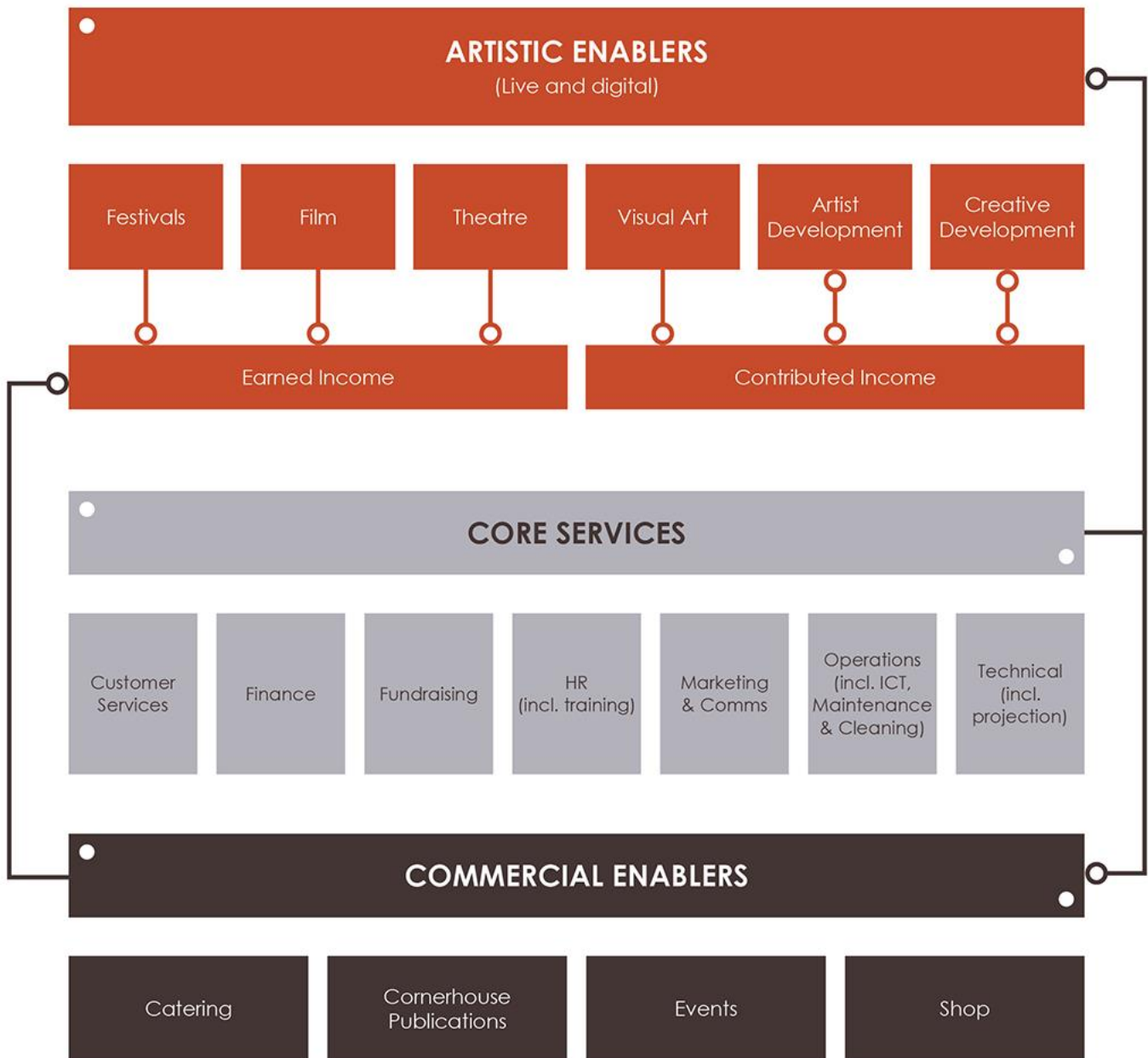
We're here to nurture creativity

We're here to develop and make our team feel valued

We're here to tackle inequality

We're here to protect the planet

HOW WE WORK





Equality at HOME

HOME is an inclusive employer, and we are committed to championing anti-racism, equality and diversity through the way we work, and the work we make and present.

We want our workforce to reflect the diverse communities of Greater Manchester and we welcome candidates from all backgrounds. We actively encourage and support applications from groups who are currently underrepresented across the arts sector, including members of the Global Majority, d/Deaf and disabled applicants and individuals from lower socio-economic backgrounds.

HOME is a Disability Confident Employer, and a Supporter of the Greater Manchester Good Employment Charter.



THE ROLE

As member of the Technical Department you will support the Technical Manager while working alongside the wider Technical Department to deliver the technical requirements of HOME Arches a modern, multi artform building, while maintaining the required high standards of production, maintenance and safety of all HOME spaces and equipment.

HOME Arches

HOME Arches is a £3.5m project to support artists across a variety of disciplines in Greater Manchester by providing free high-quality studio and training spaces, alongside its extensive programme of residencies, events and workshops.

Spanning three railway arches situated between our main building and Whitworth Street West, the building and programme design have been created in consultation with artists.

HOME Arches offers 5,000 hours of free creating space annually, with 50% of studio space dedicated to artists from groups currently underrepresented in the industry, including members of the Global Majority, d/Deaf and disabled artists and artists from lower socio-economic backgrounds.

HOME Arches will transform the quality of studio space in Manchester, incubating outstanding art for audiences here at HOME and beyond.

The Team

You will be part of an exciting forward-looking organisation working with a wide range of artists, partners, audiences, and stakeholders.

Our Technical team is enthusiastic, motivated, and engaged so expect to be challenged!

If you can share our ambition and have the skills, knowledge, and experience to do the job, this is a great and unique opportunity.

KEY INFORMATION

Salary	£26,208 per annum (additional hours worked paid in line with the BECTU/UK Theatres agreement)
Contract	This post is FULL TIME based in Manchester
Hours of work	40 hours, inclusive of meal breaks Exact hours of work as required by the job, working evenings and weekends as appropriate.
Holidays	25 days per annum, plus statutory holidays – rising to 30 days after 5 years' service
Pension	GMAC Ltd operates a company pension scheme with a 3% company contribution, that is available to all staff
Other benefits	Discounted cinema tickets Discounted theatre tickets Cycle to work scheme Employee Assistance scheme Generous holidays and option to purchase additional leave
Probationary period	6 months
Notice period	1 month

JOB DESCRIPTION

Purpose

As member of the Technical Department you will support the Technical Manager while working alongside the wider Technical Department to deliver the technical requirements of HOME Arches a modern, multi artform building, while maintaining the required high standards of production, maintenance and safety of all HOME spaces and equipment.

Team	Technical
Reports to	Technical Manager and Head of Technical Theatre and Film
Responsible for	Casual Technicians

Main duties

- To work closely with the Artist Development and Technical teams in the planning, scheduling and delivery of all productions and projects working in the Arches, across all art forms as required.
- To work closely with freelance Artists and Creative Teams on developing projects, giving support on Lighting, Sound, Video & Staging provision as required.
- To support Artists and advise on Production Health & Safety matters as appropriate, including advising on industry best practice, legislation, materials, creation of Risk Assessments & Method Statements,
- Operation of Technical equipment during development, rehearsals and sharings in HOME Arches
- To work with HOME's Technical Manager and Head of Artist Development on matters relating to departmental expenditure, the ordering of equipment, materials and services for HOME Arches.
- Responsible for the safe and efficient fitting-up, rigging, operation and getting-out of all technical equipment being used in HOME Arches.
- Working in other Theatre and Gallery spaces around HOME's main building on productions & projects as available/required.
- To be part of a team responsible for the safe and efficient use of the HOME storage areas, including the workshop and offsite storage, ensuring that these are kept in good order and repair.
- To cover for other members of the department during periods of annual leave and sickness.

- Working evenings and weekends as appropriate.
- Be part of a team responsible for the safe and efficient use of the HOME storage areas, including the workshop and offsite storage, ensuring that these are kept in good order and repair

Additional duties

- Work closely with the Operations Team to ensure the smooth working of our building
- Cover for other members of the team during periods of annual leave and sickness
- Contribute to the technical team as a proactive member
- Carry out any other duties deemed relevant to the post
- Implement HOME policies, in particular those around diversity and access.

PERSON SPECIFICATION

Essential skills & experience

- Experience working in a professional theatre environment
- Good understanding of theatre sound, lighting and video systems
- Knowledge of theatre rigging and understanding of counterweight flying
- Experience/understanding of Programming ETC Lighting Consoles, using moving lights and other DMX controlled fixtures
- Mixing of live music and theatre sound on digital sound consoles
- Setting up and use of radio microphones
- Operation and programming of Qlab for Sound and Video
- Set up and operation of video projection systems
- Maintenance, repair and service of lighting, sound, stage and video equipment
- Health & Safety at Work and Electricity at Work regulations
- Health & Safety practice including Risk Assessments
- UK theatre technical practice



Desirable skills & experience

- Recognised qualification in technical theatre or events
- Experience using digital sound desks (SSL, Midas and Digico)
- Manual Handling training qualification or equivalent practical experience
- Working at Height training qualification or equivalent practical experience
- Current valid First Aid training
- Current valid IPAF Card for category 3a
- An electrical and/or PAT testing qualification
- Experience of working on both produced and visiting productions
- The making of practical electrical props to a high standard
- Ability to read and understand technical drawings, plans and schematics
- Good IT skills with a working knowledge of Microsoft Office
- Current UK driving license
- Knowledge of legislation relating to copyright, data capture & data protection

HOW TO APPLY

The deadline for applications is Monday 16 June 2025, 10am

Application format: submit by email an up-to-date CV together with a supporting statement of no more than 2 A4 pages. **Please ensure you provide examples of how you meet the essential criteria within the Person Specification and the main responsibilities for this role in your supporting statement.**

Email your CV and written supporting statement or this can be a short video/audio response no more than 10 minutes long to recruitment@homemcr.org and complete the link here for the [Equal Opportunities Form](#)

We will interview all candidates who meet the essential criteria in the person specification. Support is available at every stage of the process please email recruitment@homemcr.org if you have any questions related to support requirements.

Interviews will take place in person on Tuesday 24 June 2025.

HOME strives to be an equal opportunity employer, committed to diversity and inclusion in the workplace.

Please note Due to the high volume of applications we are unable to respond to all applicants individually. If you have not heard from us before the interview date, unfortunately, you have not been shortlisted on this occasion. Regrettably, we are unable to provide feedback at the application stage for those not selected for interview.

Thank you for your interest in this post.



FUNDED BY



FOUNDING SUPPORTERS



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