

JOB DESCRIPTION

DATE	17 th September 2019	DEPARTMENT	TOD: Rigging Department
APPROVED BY	Karl Jenkins Technical Director	REPORTS TO	Head of Rigging



ASSISTANT HEAD OF RIGGING

Reporting to the Head of Rigging, the Assistant Head of Rigging is responsible in overseeing the Rigging Team in the safe operation of show tracks, maintenance, inspection, & operation of rigging systems, acrobatic equipment, and work at height systems, all whilst being able to calmly and logically lead the rigging team in handling high stress situations / “emergencies”.

Roles and responsibilities

- Oversee assembly, construction, maintenance and operation of all rigging equipment as needed for training, special events, rehearsals and performances;
- Lead the support the rigging and work at height needs of all other departments;
- Oversight of rigging departments budgetary and purchase requirements and producing purchase requests based on acrobatic, departmental, and show needs;
- Maintain departments Computerized Maintenance Management System, updating inventory, and overseeing inspection reports;
- Audit all rigging show tracks for the best efficiency of the team while covering all show needs;
- Oversee the rigging of overhead stage equipment including lighting, sound, automation, scenery and props during rehearsals, maintenance and performances;
- Create relationships of trust between the rigging department and artists and artistic department;
- Maintain a safe working environment by helping to establish or audit all safety policies and procedures;
- Organize, participate, or lead all required safety classes and emergency rescue procedure trainings;
- Oversee the rigging departments crew schedule to cover work calls, special events, rehearsals, training, maintenance, and performances;
- Help rigging team in developing thorough knowledge of all rigging equipment specific to the LaPerle show in order to operate and maintain mechanized and manual rigging equipment safely;
- Lead rigging team in the establishment of a safe working environment at all times and conform to all safety standards;
- Oversee the scheduling of regular inspection of all rigging related installations.
- Support the artists at all times by assisting and guiding their interactions with all scenery and prop elements;
- Perform other tasks and projects assigned by Technical Direction.

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Qualifications

- Minimum of 3 years' experience managing a rigging department in a live acrobatic show environment.
- College diploma or equivalent work experience in theatre environments or live productions.
- Proficiency in maintenance, installation, and repair of rigging systems and equipment, as well as automation systems.
- Computer skills utilizing AutoCAD, Internet research, Microsoft Excel, Word, and Outlook.
- Knowledge in designing, planning, and leading performer rescue systems and scenarios.
- Certification or thorough knowledge in rope access (SPRAT or IRATA) techniques and equipment.
- Fluent in English (Written, Spoken) is required.