

# Pleasance Theatre Trust - Role Pack

## Technical Manager - London February 2026

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## 1. ABOUT PLEASANCE THEATRE TRUST

As a registered charity, the Pleasance Theatre Trust aims to create a compelling platform to discover, nurture, support and champion artistic talent from across the globe. It has been in operation since 1985.

Operating year-round in London and in Edinburgh during the Festival Fringe in August, the Pleasance has become world renowned for delivering an inspiring programme year on year that uniquely embodies the spirit of the Fringe.

Our London base houses two theatres, whilst Pleasance Edinburgh is home to 23 performance spaces across 3 sites with an audience of over 600,000 across 27 days.

As an educational charity the Pleasance is fiercely committed to developing opportunities to help people grow careers. In our team, experienced industry professionals stand proudly side by side with those just starting out. Alongside, they support new and established artists on stage and visiting audiences. The Pleasance is a hub of creativity which cultivates the brightest new ideas, raw talent and skills.

Join us.

*The Pleasance Theatre Trust is a registered charity - charity numbers 1050944 (England & Wales) and SC043237 (Scotland).*

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## 2. ABOUT OUR TEAM

The Pleasance is a place for experiences – both on and off the stage. For staff, audiences and performers alike, we want this experience to be positive, lasting and even life affirming. We measure the success of our operation through the delivery of these experiences, not by ticket sales or 5 star reviews. To achieve this, we are looking for people who share our values;

- Passion – Our team is driven by their enthusiasm for what they do and why they do it. From this comes a unique energy that fuels us, creates momentum and permeates every facet of the Pleasance.
- People – No matter the level of knowledge or seniority, each and every team member has an equal value. Our collective ambitions can only be achieved through the active participation of all. Our team is committed to inclusion, peer-to-peer learning and pro-active support.
- Pride – We are motivated to deliver the highest possible standards with an approach that is as personable as it is professional. Our team takes pride in creating an exemplary environment where participants feel nurtured, engaged, valued and inspired.
- Perseverance – We operate in a fast-paced working environment and take this on with open arms and eyes. Through a positive mind-set, good sense of humour and a “can do” attitude, our teams share both the challenges and rewards of an unparalleled creative workplace.
- Progression – We exist to offer a platform to talented people looking to develop in the creative industries and will work tirelessly to support them in that pursuit. We are proud to be represented by an inspiring community of alumni that now spans the globe.

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## 3. About the Role

Role:	London Technical Manager
Department:	Technical
Line Manager:	Head of Operations
Line Manager To:	Senior Venue Technician (Full Time)

	Venue Technician (Full Time)
	Duty Technicians (Casual Contracts)
	Technicians (Casual Contracts)
Key Relationships:	Pleasance Programming Department
	London Operations Team
	External suppliers, partners and contractors
Contract:	Permanent (Full Time)

## ROLE DESCRIPTION

The Pleasance Theatre Trust seeks to recruit a driven Technical Manager to be part of and lead a 3 person technical team at Pleasance London.

The theatre's busy programme of work is presented simultaneously across two performance spaces; the MainHouse (217 seats) and the Studio (54 seats).

As a predominantly receiving house, we host a mixture of comedy, theatre and children's shows from established and emerging artists. Everything from a one night work-in-progress performance to a several week run. Additionally, the building is used for a variety of production rehearsals and development, much of which is undertaken as part of the organisation's Artist Development platform - Pleasance Futures.

The Pleasance also produce or co-produce a handful of new works over the year and the Technical Department play an important role in supporting the needs of these productions alongside a freelance Production Manager and creative team.

The ideal candidate will have a well-rounded knowledge of all areas of technical theatre practice in a venue setting, inclusive of sound, lighting, video and stage. They will be experienced in managing health & safety within a venue, with a robust knowledge of planning, assessing and implementing safe working practices.

Equally important is the ability to manage and motivate the internal team as well as the visiting companies presenting work at the theatre. A can-do attitude and willingness to encourage, nurture and support are essential.

Alongside the Head of Operations, the Technical Manager is one of the driving forces behind the Pleasance delivering a first class level of service to performing companies and the audiences coming to see them. They will strive to constantly maintain and improve this offering.

## KEY RESPONSIBILITIES

### Departmental

- Line Management to two permanent technical roles
- Chair weekly departmental meetings
- Produce and monitor an annual technical calendar, ensuring adequate time is allocated for ongoing maintenance obligations, planned developments and building improvements, training, and sufficient time to safety turnaround productions
- Produce a weekly department rota ensuring that all technical services are covered

- Ensure sufficient resources are allocated to facilitate appropriate training for the Technical Department and oversee its implementation to ensure they are able to carry out their duties safely and efficiently
- Manage the departmental budget, working closely with the Head of Finance and Head of Operations to project annual and quarterly expenditure
- Oversee the [londontechnical@](mailto:londontechnical@) email address and field general enquiries to the department

#### Incoming Productions

- Initial Principal Contact for incoming productions
  - Translating technical requirements,
  - Negotiating and finalising schedule and production logistics
  - Review H&S documentation and communicate as required, paying attention to licensable elements or high risk activity
- Arrange and host production meetings for incoming productions as required
- Ensure technical specifications, drawings, and any other venue documentation is up to date and available to incoming productions at all times
- Participate in fit-ups and loadouts as required to support the permanent technical team
- Share the performance Duty Tech responsibilities building wide during the week (ideally once a week, but more when appropriate)
- Carry out show operation duties across all performance spaces as required
- Willingness to work unsocial hours, including weekends and public holidays when required

#### Health & Safety, Policies & Procedures

- Working closely with the Head of Operations, the London Operations team, and a third party Health & Safety Advisor, devise and deliver a first class Health & Safety Policy that is appropriate to the premises and operation
- Ensure that the theatre operation remains inside its license conditions
- Liaise with Islington Council regarding temporary change to activity that may fall outside of the theatre's standard conditions
- Maintain all risk assessments for the premises and operation
- Update in response to temporary or permanent changes in operations as required
- Attend H&S committee meetings
- Ongoing refreshers delivered to the team to ensure all H&S protocols and procedures are being followed
- Ensure that any issues identified within show reports or company meetings are addressed and actioned within an acceptable timescale
- Ensure sufficient resources are allocated to facilitate the annual maintenance requirements of the company. Work with the permanent team to ensure all statutory regulations are being met
- With the London Operations team, arrange an annual schedule of inspections for the premises and company property in line with the agreed policy and current safety regulations, such as LOLER, PAT testing and electrical inspections

- Ensure all spaces are clear of potential hazards that may cause trips, falls or injury to staff, visiting companies or the general public
- Ensure safe working practices are adhered to at all times by staff, visiting companies, contractors and any other parties under our supervision
- Adhere to the organisation's Environmental Policy and ensure proactive steps are taken to improve the operation's environmental impact
- Ensure that the department undergo sufficient training in risk management to allow them to understand and produce RAMS documentation

#### Premises

- Support the London Operations team in the reactive maintenance of the wider premises and work to jointly facilitate the annual servicing and inspections of building and its facilities in line with the company maintenance calendar
- Principal point of contact for maintenance responsibilities within the performance spaces and backstage areas
- Shared responsibility with FOH, Bar, and Events Manager to attend and manage the London premises during the Edinburgh Festival Fringe, and to accommodate any activity therein
- Resolve any maintenance issues that may arise on an ad-hoc basis as required
- Working with the Company Director and Head of Operations, maintain a long term schedule of refurbishment and larger premises projects
- Working with the company Fundraiser to produce applications to charitable bodies to continue the ongoing refurbishment of the premises and technical spaces
- Oversee the implementation of a technical upgrade plan across the organisation, allocating overall budget and schedule
- Project lead on major venue design modifications and infrastructure amendments

#### External Activity

- Assist in the van loads (fit-up and Young Pleasance) for resources moving from London to Edinburgh for the Festival Fringe
- Support the Head of Edinburgh Technical in their London-based delivery of training
- Relocate to Edinburgh during the active Festival Fringe to offer support to the Edinburgh Technical Department as required (may vary year-to-year as operations change)

#### General

- Attend and participate in regular Company and London Operations meetings.
- Ensure that the Pleasance is represented to all visitors as having excellent standards and first class service
- Any other jobs required to ensure the smooth running of the theatre

## PERSONAL SPECIFICATION

- Good time management skills
- Strong communication and interpersonal skills

- Ability to work under pressure and deliver tasks to set deadlines
- Accuracy and attention to detail
- A positive and flexible approach
- Honesty and discretion
- Good at motivating yourself and others
- Understanding of the importance of good customer service in relation to visiting companies and stakeholders
- Passionate about the fringe industry with an interest in live performance
- A passion for problem solving and creative technical solutions
- Interest in theatre industry trends and new innovations

*Essential Skills*

- Working knowledge of current H&S Legislation and technical theatre best practice
- Experience of managing and leading a team with a supportive management style, including rota and payroll
- Experience and good track record of budget management
- A good level of organisational skills and clear ability to prioritise and seek solutions
- Good working knowledge of basic office computing software and Google Suite
- Working knowledge of ETC systems, QLab, Yamaha desks, Dante networks and Vectorworks software

*Desirable Skills*

- Experienced in working with young people in an educational environment
- Experience in delivering some form of theatre training/sharing of knowledge on the job
- 3 day first aid at work qualification
- An IOSH or NEBOSH qualification
- Knowledge of PAT testing and equipment maintenance

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## CONTRACT TERMS

Contract Type: Permanent (Full Time)

Period of Engagement: Permanent

Fee: £30-32,000 per annum (dependant on experience)

Place of Work: London, United Kingdom

Schedule of Work: Your normal hours of work are 35 hours per week to be worked on a changing weekly rota within a 7 day period based on the operational hours of the theatre.

Right to Work: All applicants must have the right to work in the UK. If you are not a UK

citizen and require additional visas or working permissions, please specify this in your application.

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## 5. HOW TO APPLY

### Application Timeline

Deadline: Wednesday 11 February 2026

Interviews: Week commencing 16 February 2026

Please note, a second round of interviews may be required.

To apply for this role, you can make one of the following applications:

- **In Writing:** A written application can be made by emailing your CV and a cover letter explaining your suitability to the role to [jobs@pleasance.co.uk](mailto:jobs@pleasance.co.uk) with the role title and your name included in the subject line.
- **Audio:** An audio application can be made by emailing an .MP3 audio file of your cover letter / suitability to the role. A verbal summary of your relevant experience can be given in place of a CV. Audio should be clear and easy to hear and understand. To submit an audio application email the file to [jobs@pleasance.co.uk](mailto:jobs@pleasance.co.uk) with the role title and your name included in the subject line. If the file is large please use a file sharing site such as [www.wetransfer.com](http://www.wetransfer.com)
- **Video:** A video application can be made by emailing a .MP4 or .MOV video file of your cover letter / suitability to the role. A verbal summary of your relevant experience can be given in place of a CV. There is no dress code for video applications. To submit a video application email the file to [jobs@pleasance.co.uk](mailto:jobs@pleasance.co.uk) with the role title and your name included in the subject line. If the file is large please use a file sharing site such as [www.wetransfer.com](http://www.wetransfer.com), or upload a private video to a hosting site such as YouTube, Google Drive or Dropbox and send the link for viewing.
- Please can you also complete our [Equal Opportunities Monitoring Form](#) - all data is anonymised and stored in line with our GDPR Policy.

### Application Process

The process has two to three stages:

1. An application
2. Interviews for shortlisted candidates
3. Second round interviews for further shortlisted interviewees if deemed necessary

## How we assess your application

- Each application is assessed by someone who works in the team you are applying to - typically a manager with a knowledge of the requirements of the role. They will assess your application with a mixture of comments and scores for how closely they think you meet the requirements of the role. Requirements are outlined in the “What we look for in applicants” and “Role description” sections of this pack.
- The assessor will determine a shortlist of candidates for interview.
- You will be notified by email if you are shortlisted for an interview. Interviews take place in-person or online using Zoom.
- The interview will be conducted by 1 or 2 interviewers who have a knowledge of the requirements of the role. They will assess your interview with a mixture of comments and scores for how closely they think you meet the requirements of the role.
- If deemed necessary, a second interview will be conducted and will be an opportunity to discuss a particular area of the role in more detail.
- Due to the volume of applications received, we regret that we are unable to notify applicants that are not successful at the application stage or provide feedback.
- An update can be provided on the status of your application at any time by emailing [jobs@pleasance.co.uk](mailto:jobs@pleasance.co.uk). We aim to reply to all enquiries within 7 days.

## If your application is successful

- You will receive an offer by email, confirming the terms and other relevant information.
- You will be invited to discuss any access requirements you have so we can discuss what adjustments can be made together.
- You are welcome to ask any further questions prior to accepting the offer.
- After you accept your offer, you will be sent a contract to sign and any other relevant information.

## Help

If you require help with your application you may contact us by:

- Email: [jobs@pleasance.co.uk](mailto:jobs@pleasance.co.uk)
- Phone: +44 (0)207 619 6868

We aim to reply to all enquiries within 7 days.

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## 5. Equal Opportunities

The Pleasance Theatre Trust is an equal opportunities employer and welcomes applications from all sections of the community. In particular, we encourage applications from backgrounds or social groups currently underrepresented in the creative industries.

If you would require any reasonable adjustments at interview or whilst undertaking the role as specified, please highlight this as part of your application and we will be happy to discuss these.

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