



Position of Technical Manager at Cork Arts Theatre

Cork Arts Theatre is looking for a dynamic and motivated individual to join our team as Technical Manager. This is a key senior management role within a small operations team, and experience working in a technical role in theatre production or within a theatre or live performance venue is essential.

Key Information:

Position: Technical Manager

Contract: Fixed-term 2 years (subject to a 6-month probation period)

Hours: Full-time and varied. Evening/weekend work required

Location: Cork Arts Theatre, Carroll's Quay, Cork.

Rate of Pay: €35,000 to €38,500 per annum, commensurate with experience

Leave: 24 days annual leave (to include up to max. 4 days for Christmas closure) plus Statutory Public Holidays

Responsible to: Working with and reporting to Cork Arts Theatre Director / CEO

Start Date: August 5th 2025 / as soon as possible

Eligibility: Applicants must be eligible to work in the EU

Deadline for applications: 12 noon on 10th July 2025

Interviews will be held: 14th July 2025

About Cork Arts Theatre:

Cork Arts Theatre (CAT) is a busy 100-seat venue in Cork city centre. It has been at the heart of the performing arts in Cork since it was established as a club by members of the arts community in 1976. Nearly 50 years on, it continues to provide a vibrant programme of events throughout the year, presenting both professional and amateur theatre, as well as hosting many of Cork's arts and literary festivals.

CAT provides a platform for many Cork theatre artists, and through its Catalyst Programme, in collaboration with The Everyman, it supports emerging artists to produce work for the first time.

Role Overview:

As Technical Manager, you will be responsible for the delivery of the technical needs of all in house productions and those of visiting companies. You'll oversee all technical operations and manage Health and Safety requirements, ensuring every artist/company has the required technical support.

Duties and Responsibilities:

- Liaising with incoming companies and artists with regards to detailed technical requirements on site and implementation of the same.
- Ensuring the highest level of professionalism and technical support is provided to artists, technicians and collaborators, and fostering a welcoming and engaging atmosphere.
- Responsible for the planning, set-up, and execution of technical elements, including rigging lighting, sound and multimedia components.
- Oversee the get-in, get-out and smooth running of in-house productions and those of visiting companies or artists
- Program and operate the lighting and sound for stage productions as required
- Managing the cleaning, service and repair of technical equipment, backstage and storage areas and improvement measures for the same.
- Maintain an inventory of technical equipment and supplies, ensuring everything is in working order, and keeping a record of any loss or damage of equipment.
- Keeping informed of current technological developments, working practices and legislative requirements for theatre environments.
- Manage any procurement processes in line with financial policies and procedures, seeking quotations for any re-fits or upgrades and liaising with suppliers
- Supervise and manage any casual technical staff and volunteers.
- Oversee Health & Safety compliance
- Implement and enforce health and safety protocols for technical and production activities, including briefing visiting companies on their health and safety, fire, and first-aid obligations.
- Ensure compliance with industry standards and regulations
- Undertake any other duty as may be required and set by the Director/CEO.

What we're looking for:

An experienced, highly motivated professional with:

- A proven track record in technical theatre management.
- Strong practical knowledge of lighting, sound, AV, and stage systems.
- A collaborative approach and track record of working effectively with creative teams.
- Passion for the arts and drive for supporting artists.
- A flexible, can-do attitude.

The ideal candidate will:

- Have a minimum of 2 years' experience working in a technical role in theatre production or within a theatre or live performance venue.
- Have extensive knowledge of ETC Eos software and LED lighting fixtures.
- Have a working knowledge of sound equipment i.e. sound desk and PA, and Qlab.
- Have the ability to create basic lighting designs if required.
- Have a clear understanding of industry health and safety standards and best practice.
- Be self-motivated and display a high degree of initiative.
- Be comfortable working at height.
- Have experience in audio-visual equipment and the installation, operation, maintenance, of the same.
- Have relevant professional qualifications and training (First Aid, Fire Safety, Stagepass) including a good working knowledge of current Health and Safety regulations.
- Have strong organisational and multitasking abilities.
- Have excellent leadership, communication and interpersonal skills.
- Have a flexible, can-do attitude.

Desirable Criteria and Personal Qualities:

- Ability to consistently deal with tight deadlines, to multitask, and to work and lead calmly, even when under pressure.
- Experience in event production.
- Awareness and commitment to cultural diversity and equality in arts programming and delivery.
- The interest to keep up to date with current lighting, sound, stage and AV technology.
- Conflict resolution skills.

How to Apply:

Please send your CV (max. 3 pages) along with a cover letter outlining :

- Your motivation for applying
- How your skills and experience align with the role
- Contact details for two recent referees. Only the referees of shortlisted applicants will be contacted.

Applications should be emailed to fin@corkartstheatre.com with the subject line: "Application for Technical Manager" by 12 noon Thursday 10th July 2025.

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