

To inspire and empower all students to meet their potential both in and out of the classroom



NORTHAMPTON SCHOOL *for Boys*
Billing Road Northampton NN1 5RT
Executive Headteacher: Richard Bernard



JOB DESCRIPTION

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

NAME:

POST: **Deputy Theatre Technician**
NSB Support Scale range 8-10
37 hours, 52 weeks (TOIL and over time by agreement)

LINE MANAGER: **The Cripps Hall and Theatre Events and Facilities Manager**

All staff are expected to:

- uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school.
- promote fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.
- ensure that personal beliefs are not expressed in ways which exploit students' vulnerability or might lead them to break the law.
- treat students with dignity and at all times observing proper boundaries appropriate to a professional position.
- have regard for the need to safeguard students' well-being, in accordance with statutory provisions.
- uphold school policy and practice, promote actively the agreed policies of the school and implement the Code of Behaviour and Dress Code as a matter of routine.
- follow agreed school policies for communications within the school.
- ensure that accommodation is treated with respect and in line with any Health & Safety procedures.
- play a full part in the life of the school community, to support its distinctive mission and ethos, and to encourage staff and students to follow this example.
- comply with the school's Health & Safety Policy and undertake Risk Assessments as appropriate.
- be thoroughly professional and demonstrate consistently high standards of personal and professional conduct.
- maintain high standards in their own attendance and punctuality.
- work as a member of the support staff team and to contribute positively to effective working relationships.
- communicate effectively with fellow members of the team.
- be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
- comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

The duties of the Teacher Support Staff will include any activities which allow the teaching staff to become more effective in the classroom.

The main duties of the Deputy Theatre Technician are as follows:

PRODUCTIONS (concerts/shows/plays etc) of any nature (eg school, community, external)

- Set-up and operate lighting and sound systems for internal and external performances.
- Support and where directed, lead external events.
- In consultation with the Theatre Technical Manager, liaise and service the needs of all incoming companies to The Cripps Hall Theatre.
- Act as a Lead Technician/House Manager when required.
- Work unsupervised and forward plan as necessary in the absence of the Theatre Technical Manager.
- Involvement in construction of sets and exhibitions.
- Take responsibility for the video recording of examination work.
- Provide a high level of technical support to all staff and pupils using the Cripps Hall spaces.

PRESENTATION AREA PREPARATION

- Ensuring that areas which will be used for any presentation that day (theatre/drama studio/atrium) are ready for use (e.g. for assemblies).

MAINTENANCE OF PRESENTATION AREAS

- Maintenance mainly of the theatre, but also of drama area, atrium and some Expressive Arts Team areas.
- Making and gathering of props.
- Repairing equipment.
- Resetting the building and all Cripps Hall spaces after each event.
- Stock-taking and assisting in maintaining the Theatre's equipment, stock and installations to the highest standards and in compliance with Health and Safety legislation.
- Regular servicing of equipment/PAT Testing for which training will be provided where necessary

TRAINING

- Undertake reasonable training to ensure that technical knowledge and skills are up to date and relevant for the needs of the theatre.
- Assist with training of students studying GCSE and A Level Drama and Music to use the technical facilities for
 - a) school event purposes
 - b) their own career development
 - c) exam use.

In GCSE Drama and A Level Drama there are criteria that demand a knowledge of technical aspects of theatre, and there are also opportunities for students to specialise in individual projects in these areas. It would be organised by the Drama Co-ordinator and based on practical tutorial work.

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HEALTH AND SAFETY

- Carry out First Aid duties within the Expressive Arts area. First Aid training will be provided.
- Take responsibility for Health and Safety issues as required when working as Lead Technician.

ADDITIONAL DUTIES

- Assist with the day-to-day running of the Cripps Hall and associated resources.

Any other duties as may be requested from time to time by the Headmaster or his agent.

(Job Descriptions are not exclusive or exhaustive and the nature of the role entails that the postholder may be required to carry out additional duties as reasonably required.)

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Support Staff are actively encouraged to undertake First Aid training in order to ensure that adequate first aid cover is always available in the school.

The school has a strict uniform policy with office dress code for Sixth Form students. It is therefore expected that staff will also follow the same high standards.

This post is subject to an Enhanced Disclosure and Barring Service (DBS) check.

APPLICATIONS

Please see advert for application process information.

Closing date: 9am, 17 March 2026

Interviews: w/c 23rd March 2026

Richard Bernard
Executive Headteacher

March 2026