



TECHNICAL STAGE MANAGER JOB DESCRIPTION & PERSON SPECIFICATION / VIOLA'S

ROOM

Responsible to: Production Manager, Head of Production and General Manager

Responsible for: Deputy Technical Manager, Technicians, Technical Deps, Design Assistant

Key relationships: Production Coordinator, Creative Team, FOH / Operations Team, Buildings Team and Producers.

Fee: £900 per week

Contract: Fixed-term full time from approximately early May - w/c 23rd September (with possibility of extension)

Deadline for applications: 10am on Tuesday 30th April

Applications will be reviewed and interviews will be conducted on a rolling basis. Shortlisted candidates will be notified in due course. If you are interested in this role, we encourage you to submit your application as early as possible. We reserve the right to close this vacancy as soon as we have received sufficient applications for the role.

How to apply: Complete the application form [here](#) including your CV and cover letter.

If you have any questions or are experiencing any difficulties with the application process, please contact workwithus@punchdrunk.com.

OUR HISTORY

Founded in 2000 by Felix Barrett MBE, Punchdrunk is widely recognised as the “pioneer of the ‘immersive theatre’ phenomenon” (The Telegraph). The company is best known for their mask shows, a form of theatre in which roaming audiences experience epic storytelling inside singular, sensory worlds. These productions have been cited amongst the 40 creative moments that changed culture (Creative Review) and currently play across three continents: Sleep No More, New York has been running since 2011; Sleep No More, Shanghai (2016 - present) is the longest-running international show in China; and The Burnt City, London has welcomed over 200,000 audiences since it opened in March 2022. In March 2024, Punchdrunk announced their latest project, Viola's Room, opening in London in May 2024.

Alongside these landmark theatrical productions, Punchdrunk has taken its ground-breaking approach to live experiences and created cross-cultural collaborations in music, tech, fashion and TV - from projects with Rihanna to Jack White, Louis Vuitton to Alexander McQueen, and from Samsung to Brad Pitt's Plan B Studios. The company was listed amongst the 50 most influential artists of the last 50 years (Sky Arts, 2022) alongside David Bowie, Sir Steve McQueen and Vivienne Westwood.

Previous projects include: The Third Day (BAFTA-nominated TV series starring Jude Law and Naomie Harris with HBO and Sky Studios), Believe Your Eyes (with Samsung, 58th Venice

Biennale, 837, ArtBasel and Cannes 2016), ANTI diary (with Rihanna and Roc Nation), The Drowned Man: A Hollywood Fable (with the National Theatre), The Crash of the Elysium (Manchester International Festival), The Duchess of Malfi (with ENO), Sleep No More (with the American Repertory Theatre), It Felt Like A Kiss (with Adam Curtis and Damon Albarn, Manchester International Festival), Tunnel 228 (in collaboration with The Old Vic), The Masque of the Red Death (with Battersea Arts Centre), and Faust (in collaboration with the National Theatre).

THE ROLE

Punchdrunk is seeking an experienced Technical Stage Manager, who will support and manage the production running team for Punchdrunk's new groundbreaking show Viola's Room.

The Technical Stage Manager will lead a team of technicians and a design assistant to ensure that the production is presented and maintained at the highest possible standards.

They will be responsible for scheduling the technical team, reacting to and reporting on any technical or maintenance issues and implementing show running related processes and procedures as well as playing an active part within the show running needs. They will be customer facing at times due to the nature of the production and will work collaboratively with the FOH and Operational teams.

TECHNICAL SHOW OVERVIEW

Viola's Room is a groundbreaking new show developed and produced by Punchdrunk.

The Technical Stage Manager will be in charge of making sure that all production aspects of the show are well maintained and run - This includes the set, dressing, and technical aspects.

We are looking for a great communicator and team player with great problem-solving skills.

The Technical Stage Manager will be responsible for the smooth technical running of a pulsed entry show, with audiences entering the show in intervals which will make for a technically challenging set up. They will be in charge not only for the technical elements of the show but management and training of a team of technicians that will maintain and run the production.

We are looking for an individual who can juggle the possible challenges of an Audio system that has been tailor made for a walk through experience, which is able to sync up to other show control elements, such as Lighting and Automation.

The lighting installation is mainly practical based, with few traditional theatre lighting sources. All running on EOS and triggered via LTC timecode. The ideal candidate will have experience in the field of integrated lighting installations.

The design is true to Punchdrunk's roots with "touch real" and sensory at the heart of the design, which is likely to need an amount of physical maintenance / support.

JOB DESCRIPTION | RESPONSIBILITIES INCLUDE:

- Line Managing and scheduling a team of technicians, deputy technical manager, freelance deps and the design assistant.
- Lead, manage and report on technical and design preventative and reactive maintenance with the support of the Production Coordinator, Design Assistant and Production Manager.

- Actively take part in a technical show role for each show, comprising of a Show Control Operator, Headphone Technician and Technical Runner.
- Ensuring the design and technical reset is completed at the end of each day to a high standard.
- Leading on any technical issues, ensuring comprehensive fault finding procedures are outlined and adhered to.
- Attend and/or Chair meetings as required by the Production or General Manager, such as H&S and Operation meetings.
- In conjunction with the Show Duty Manager and inline with predetermined procedures, be responsible for show critical decision making, such as show stops, resets, evacuations etc.
- Enforce and take ownership of H&S policies as outlined by the Production Manager and H&S advisor and report and respond to all H&S incidents.
- As part of the reset, and in conjunction with the Buildings Team ensure that the experience is cleaned to a high standard.
- Working collaboratively and closely with all departments, particularly the operations team, acknowledging that given the nature of this project, there are elements of hybrid and shared responsibilities required compared to traditional theatrical productions.
- Adhering to all budgets and following financial procedures as designated by the Producers and other relevant members of the team.
- Keeping show paperwork up to date, such as power on / off, setting checklists, maintenance rotas, troubleshooting guides etc.
- Any other responsibilities as reasonably required by a Technical Stage Manager on a first class immersive production.

PERSON SPECIFICATION:

Essential

- Proven Head of Department experience in large scale technical theatre, with a strong background in lighting or sound and basic understanding of network systems.
- Proficiency in budgeting, scheduling and staff management within a theatre production context.
- Strong communication skills to effectively collaborate with cross-functional teams, including producers, operations team, directors and designers.
- Detail-oriented with excellent problem-solving abilities to address technical challenges in real time.
- Familiarity with industry-standard software and equipment related to lighting, sound and network configurations.
- Ability to work under pressure, meet deadlines and adapt to changing production requirements.
- Ability to lead, manage and motivate technical production teams effectively.
- Knowledge of safety regulations and protocols within the theatre and entertainment industry.
- Clear passion for delivering the best audience experience possible.
- Passion for a technical management role in an untraditional setup and environment
- Solutions oriented mentality and desire to work collaboratively with the team in mounting a brand new production
- Familiarity with QLab, and ETC Eos operating systems.

Desirable

- Experience integrating bespoke technology into theatrical environments.
- Managed multiple battery operated devices and monitoring battery health over the course of a production, such as mics or IEM packs.
- Advanced network knowledge.
- Previous experience on 'pulsed entry' shows.
- Legionella Awareness certificate.

- IOSH Managing Safely for Theatres.
- Experience with LTC timecode.

WORKING HOURS

- Full time. As reasonably required to deliver the role responsibilities.
- Weekend working will be required.

ENGAGEMENT TERMS

- Contract: Fixed-term
- Place of Work: Punchdrunk's home in Woolwich
- £900 per week, depending on experience

NOTES TO APPLICANTS

This is a guide to the nature of the work required. It is not wholly comprehensive and may be reviewed with the post holder and the line manager from time to time.

If you are called for an interview you will be required to sign Punchdrunk Non-Disclosure Agreement in advance of the meeting.

All applicants must be eligible to work within the UK.

HOW TO APPLY

To apply, please complete the application form [here](#), providing your CV and a brief statement (maximum 2 A4 sides) describing your suitability for the position and *specifically* how your experience matches the person specification.

If you have any questions or are experiencing any difficulties with the application process, please contact us at workwithus@punchdrunk.com.

Applicants should provide contact details for two references and we will seek your permission before making direct contact with any referees. Please note that it is likely we will seek to take up 1 reference for candidates progressing to a second interview, prior to making an offer.

As an Equal Opportunities Employer, Punchdrunk welcomes applications from all sectors of the community, regardless of gender, age, race, sexuality or disability and makes appointments based solely on ability to fulfill the duties of the post. Candidates who are shortlisted for an interview will be given the opportunity to specify any access needs so that appropriate arrangements can be made.

RECRUITMENT TIMELINE

Deadline for applications: 10am on Tuesday 30th April

Interviews: On a rolling basis

Contract commences: As soon as possible

If you are interested in this role, we encourage you to submit your application as early as possible. We reserve the right to close this vacancy as soon as we have received sufficient

applications for the role.