



## **POSITION DESCRIPTION**

### **VENUE TECHNICAL SUPERVISOR**

### **THE SYDNEY FRINGE FESTIVAL**

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POSITION:	Venue Technical Supervisor
LOCATIONS:	Various locations
REPORTS TO:	Production Manager
WORKS WITH:	Venue Manager, Sydney Fringe Team, Volunteers
EMPLOYMENT TYPE:	Casual Employee
REMUNERATION:	Level 5 LPA Award: Production and Support Staff \$36.26 + Super (Monday - Saturday) \$65.27 + Super (Sunday)
EMPLOYMENT PERIOD:	Monday 25 <sup>th</sup> August - Friday 5 <sup>th</sup> October 2025. A 4-hour paid training and induction will occur mid-August. A full roster will be provided prior to commencement.

### **ABOUT THE SYDNEY FRINGE**

The Sydney Fringe Incorporated is a cultural industries organisation and advocacy group for the live arts and music sectors. The Sydney Fringe Festival was established in 2010 ([www.sydneyfringe.com](http://www.sydneyfringe.com)) and has received widespread industry support and engagement from the artistic community. In 2024, 2181 artists were featured in 400 events across all disciplines in 80 venues. Over 100,000 people attended the event that generated over \$40.7 million in economic impact.

Assisting artists is at the forefront of everything we do. Sydney Fringe offers a professional platform from which emerging, early career and professional artists can promote their work to new audiences. The Sydney Fringe strives to ensure that all artists have a positive Fringe experience. We believe that Sydney's independent artists are what make this city so great, and as such we are dedicated to promoting the independent sector to Sydney's mainstream audiences.

The Sydney Fringe team goes to great lengths to ensure that audiences, artists, and venues have a successful festival experience; this is the essence of what makes the Sydney Fringe so unique and is essential to the success of our festival.

## OUR VISION

To be celebrated as one of the world's leading Fringe Festivals.

## OUR PURPOSE

To champion the independent cultural sector, placing it at the heart of Sydney.

## OUR VALUES

Expression; Access; Connection; Integrity; Excellence

## ABOUT THE POSITION

We are looking for experienced Venue Technical Supervisors to provide integral support for the successful implementation and operation of the production and technical elements of Sydney Fringe managed venues. The successful applicant will need exceptional communication skills and an eye for detail in order to support the Festival team to efficiently manage the festival bump in & outs, as well as any technical requirements during the festival.

## THE ROLE

- Oversee bump in & out of the technical theatre productions at one of our Sydney Fringe Hubs.
- Training artists on the operation of equipment in spaces without a Fringe Staff Operator.
- Be the escalation point for on-site technical issue resolution.
- Operate sound and lighting for performances.
- Ensure all the equipment on site is tested & tagged and in working condition.
- With the Venue Manager, collate End of Night Reports.
- Work within the organisation's systems for documenting and communication
- Operates, maintains, sets-up and adjusts all facility and production equipment
- Operates a console; and performs a range of administrative duties including production
- Undertake any reasonable duties as required by the Production Manager.

## ABOUT YOU

- Experience in tech production as an event technician, ideally in a live event or theatre context
- Experience in both audio and lighting operation
- Familiarity with a variety of lighting consoles and mixing desks
- Has an advanced understanding of theatre terminology, etiquette and theatre craft
- Demonstrated experience in cultivating positive relationships with venues, contractors and artists.
- Works collaboratively with all members of the festival team
- High emotional intelligence with open and clear communication

- Strong problem solving and negotiation skills, with a solutions-based approach
- Embrace flexibility and lateral thinking, facilitate solutions and make decisions based on an understanding of the relevant issues, factual information and logical assumption
- Excellent attention to detail and accuracy
- Ability to work in a small integrated team as well as the ability to work autonomously
- Enthusiasm and a positive attitude, together with an ability to be a team player
- Values consistent with the goals and philosophy of The Sydney Fringe

## INHERENT PHYSICAL REQUIREMENTS

The physical requirements of your position are consistent with those of a Technical Supervisor in a major festival. The Sydney Fringe encourages you to advise us of any access needs (pre-existing, or any that may arise) that may have impact on your work. We are committed to ensuring access requirements are met.

## DIVERSITY & OPPORTUNITY

Sydney Fringe provides equal access to all applicants for positions without regard to race, colour, religion, gender, sexual orientation, gender identity, national origin, age, disability, genetic information or marital status.

## HOW TO APPLY

Applications should be submitted as a PDF document with your name and the position title as the document's title, and emailed to [hq@sydneyfringe.com](mailto:hq@sydneyfringe.com) by 5pm Friday 11<sup>th</sup> July 2025. Please ensure that the subject of the email reads as "Sydney Fringe Venue Technical Supervisor application: name of applicant".

Covering letters can be submitted as an audio or video recording if preferred. If you have any access requirements or further questions regarding this position please contact the Production Manager, on [jesse@sydneyfringe.com](mailto:jesse@sydneyfringe.com)

Sydney Fringe is an equal opportunity employer and encourages candidates from diverse backgrounds to apply. Our organisation is committed to creating an inclusive and supportive work environment that values diversity and promotes equal opportunities.

**Applications close 5pm, Friday 11<sup>th</sup> July 2025**