

Job Summary

Head of Sound

- Responsible to:** Technical Director
- Responsible for:** Deputy Head of Sound
Freelance and casual sound technicians and operators
- Salary:** £45,000 per annum.
- Benefits include:** Contributory pension scheme; Season Ticket Loan scheme; Cycle to Work scheme; training and development opportunities.
- Holiday:** 25 days per annum pro rata, rising by one day for each full financial year worked to a maximum of 30.
3 days per annum can be specified as annual leave by Young Vic management.
- Probationary period:** 3 months
- Contract:** Permanent full-time. The core working week is 40 hours. However pay is based on an overtime buy-out agreement which allows for additional hours per week spread across 6 working days, up to a maximum of 48 hours per week.
- Notice period:** 2 weeks during probationary period, 3 months thereafter.

The Production Department:

The purpose of the Production Department is to deliver all the technical elements of the Young Vic's programme – this includes our productions, projects and events, in the main house, studios, digital 'stages', and across the creative engagement and talent development departments. The Production Department builds strong relationships with freelance and in-house creative teams, and other artistic personnel to deliver their creative vision within the agreed timescales and budgets, to the highest possible standards.

Members of the Production Department work closely and collaboratively together to realise the full potential of our productions and our company. This includes upholding an inclusive, collaborative culture, committed to our journey towards becoming an actively anti-racist organisation.

About the Young Vic

The Young Vic has always been more than a theatre – bigger than a building; it’s a set of values that uphold the conviction that theatre is an indispensable part of civic life. Whether on our stages at our home on The Cut, touring to schools and community centers across South London, premiering a play in the West End or on Broadway, streaming our work across the country and around the world – we are actively working to be a theatre for everyone.

Our Anti-Racism Commitment

Our leadership team and staff share a joint commitment to prioritising the wellbeing of Black and Global Majority people at the Young Vic. We are working together to create a culture of care for all, but especially those with lived experience of racism, and we commit to holding each other accountable for building and maintaining this culture. We believe that making the Young Vic an anti-racist organisation makes the culture better for everyone.

The Language We Use and Why

We believe that language is important and empowering. Where possible we are specific as possible with our language, and avoid defaulting to umbrella terms or making assumptions about people’s identity or experience.

When we can’t be specific, we say ‘Black and Global Majority’ instead of phrases like ‘Person of Colour’ and ‘BAME’. This is because the term ‘Black and Global Majority’ does not centre whiteness, and is also factually true - over 80% of the world’s population make up the Global Majority.

Our Values at the Young Vic

We are committed to creating an inclusive environment where everyone is treated with fairness, dignity, respect and importance, and shows respect for themselves, others and our community regardless of seniority or area of work. Our values are as follows:

We believe theatre is at its best when everyone participates. We begin by asking, who isn’t here that should be? Then we make certain they are. At the Young Vic, everyone belongs, everyone is welcome.

We are driven by relentless curiosity and debate. We believe in the power of stories to help us see the world in new ways. We believe in being a forum for discussion and opposing views, in the possibility of fostering understanding and shifting perspectives.

We believe in pioneering and leading into the unknown. We innovate in how we make work and how we share it. We push against the status quo to challenge whose voices are celebrated, and whose stories are told.

About the Young Vic

We are led by the creativity of our people and the limitless possibility of imagination. We believe in pushing limits and reimagining what's possible. We make space for the unexpected, and we move quickly to make the most of opportunity. We collaborate: working together to achieve shared goals. We believe our organisation is made stronger by including varied and unique perspectives and talents in every aspect of our work. We are committed to reflecting the great diversity of our city onstage and off.

We prioritise kindness, we lead with heart, with care, and with the wellbeing of our people - our staff, participants, volunteers, theatre makers, civic leaders, advocates, supporters, and audience members.

We are committed to openness rooted in trust. We believe in being held to account - apologising when we've not upheld our values or when we've caused hurt or confusion, and learning from our mistakes.

Job Description

Head of Sound

Key Objective: To take lead responsibility for the delivery and management of sound requirements for Young Vic productions and related projects both at the Young Vic and elsewhere.
Working with the Head of Lighting take responsibility for the delivery and management of video requirements for Young Vic productions and related projects both at the Young Vic and elsewhere.
To contribute to the creation of the highest standards in all the theatre's producing work while actively promoting anti-racism.

Departmental Responsibilities:

- To actively contribute to the effective operation of the Production Department's work, ensuring that flow of information both within the Department and to others is clear, accurate and timely.
- To support the Technical Director in the effective management of the Production Department.
- To recruit and manage freelance and casual sound technicians.
- To take lead responsibility for planning and supervising the maintenance and testing of sound equipment.
- To maintain the theatre's sound and video equipment to an appropriate level
- To organise the sound requirements of co-productions, visiting companies and Young Vic productions elsewhere.
- Licensing of all radio frequency equipment.
- To undertake the training of new staff in sound and video.
- To personally and with other staff ensure compliance with all safety procedures and statutory regulations.
- To participate in department administrative and HR systems as required.
- Keep up to date with current sound and video technology.
- In liaison with the Technical Director, provide technical support and management for the work of other departments, including the Taking Part, Creators Programme and Development Departments.
- To oversee the use and maintenance of the AV studio and seek to optimise its usefulness both for those within the organisation and beyond.
- To oversee all access requirements including Captioning and Audio Description.
- To maintain and apply for all PRS/PPL licences for the building and interpolated music in shows.

- In conjunction with the Head of Lighting & Production Manager support, maintain, and supervise the video requirements on productions, including staffing.
- To support in the Young Vic in its digital content including Zoom meetings, Press Recordings, and EPK's
- To manage, maintain, and supervise the mobile On-line meeting system known as the Tech Tower.

Production Responsibilities:

- To work with creative teams and Production Managers of individual productions to realise the production's sound design to the highest standard within allocated resources.
- To provide costings for individual productions sound and staffing requirements.
- To be responsible for all sound equipment hires and purchases within agreed budgets.
- To act as PSE on productions and organise all aspects of rigging, sound, communications, Cue Lights, and video infrastructure.
- In conjunction with the Head of Lighting to be responsible for all production video requirements.
- Recruiting, managing and scheduling of sound operators and technicians, in liaison with the Technical Director and Production Managers
- To archive and maintain accurate records detailing all aspects of a production's sound requirements, including the maintenance of the shows archive recording both on hardware and online
- To fulfil the PRS reporting requirements of each production.
- To make sure show rolls have cover by in house staff, freelancers, or casual staff.
- On occasion to act as Associate Sound Designer on productions.
- To deliver Access requirements on the shows including Audio Description and Captioning.
- To work with the Head of Stage in delivering captioning requirements on the shows including the booking of extra caption units.
- To ensure that sound infrastructure throughout the building is in a good working order.
- To actively work in maintenance and general upkeep of all sound equipment.
- To support other members of the production department on shows by acting as Duty Technician when scheduled.
- To organise and manage the technical aspects of live musicians on productions including but not limited to the hiring of musical instruments.

Budget Holding:

- To be responsible for managing the sound stock and maintenance budgets, in liaison with the Technical Director.

- To manage individual show sound budgets, as allocated by the show Production Manager.

Sound design:

- To provide sound design services for productions, in-house events, projects, workshops and other activities as required

General:

- To uphold and embody the Young Vic's company policies, including but not limited to our Equality, Diversity and Inclusion policy, Dignity at Work policy and Health and Safety policy.
- A willingness to work alongside others to join and support their colleagues in the Young Vic becoming an actively anti-racist organisation.
- To actively participate in and support the work experience programme of the Young Vic.
- To be an active and supportive member of the Young Vic staff team.
- To provide the highest level of customer and audience care and service at all times whilst a member of the Young Vic staff team.
- Any other reasonable duties required to assist the Production Department or the Young Vic operation as a whole.
- To actively participate in and support the work experience programme of the Young Vic.
- To sit on the Young Vic staff panels as appropriate.
- To actively seek out and help implement improvements in the way we work.
- On occasion you may be required to work on YV projects away from the Young Vic Theatre.

Person Specification

Head of Sound

Essential Skills

- Excellent knowledge of Yamaha Digital Sound Desks and d&b Audio Systems.
- Thorough knowledge of Dante Audio Networks
- Experience of operation/maintenance of theatre sound equipment and infrastructures.
- Thorough knowledge in choosing and rigging speakers for performances.
- Experience of programming consoles for shows.
- Experience of working in a professional theatre or performing arts environment, and an understanding of theatre production techniques.
- Excellent people management skills with experience of managing direct reports, casual workers and freelancers
- Thorough knowledge of QLAB and the ability to program to a high standard.
- Ability to be creative and resourceful in problem solving.
- Ability to work well within a small dedicated production team.
- Ability to work with and support all other departments.
- A willingness to actively support anti-racism in all areas of work.
- Ability to remain calm, positive and professional if working under pressure.
- Excellent organisational and time management skills.
- Computer literate on both Mac and PCs.
- Knowledge of Health and Safety legislation and procedures
- Budgetary management experience.
- Skills in staff recruitment, training, motivation and supervision.
- Enthusiasm for and an interest in theatre.

Desirable Skills:

- Experience of live mixing of theatre or music.
- CAD skills in Vectorworks or AutoCAD
- A good knowledge and understanding of current AV equipment and practice.
- Knowledge of d&b Soundscape
- Knowledge of TiMaxx Tracker D4 systems
- Prior experience of sound design for theatre
- Experience of working for a sound department or supervising sound in a venue.
- Experience of fitting radio mics
- A working knowledge of video equipment and its operation.
- Health and safety knowledge (IOSH)