

Theatre & Lettings Manager

Person Specification: Theatre & Lettings Manager

	Essential	Desirable	How to be tested
Qualification criteria:			
Good general education	✓		Application
2. Eligible to work in the UK.	✓		form
Experience of:			
Leading a team in time pressured situations	✓		Application
 Technical theatre with a keen interest in both sound and lighting 		✓	form and
Working in another capacity with young people aged 11-18.		✓	interview
Behaviours, Skills and Strengths:			
1. A passion to play a key role in shaping and achieving the theatre's success	✓		
2. A strong customer service focus and genuine desire to deliver an excellent experience, every time.	✓		Application form and
 A 'can-do' attitude and a positive, flexible approach to the job role, work colleagues and peers. 	✓		interview
4. Excellent interpersonal skills including an ability to build rapport with staff, students and visiting companies and operate at all times in a professional manner.	✓		
5. Strong people management skills	✓		
Strong people management skills Highly motivated with first class time management and administrative skills	✓		
7. Good IT skills	✓		
Comfortable working independently but also as part of a team	✓		
Ability to carry out physical work and manual handling	✓		
10. Reliable and punctual	✓		
11. Ability to work quickly, calmly and politely while under pressure	✓		
12. Excellent verbal and written communication skills	✓		
13. Committed to the protection and safeguarding of children and young people	✓		
14. Good knowledge of health & safety issues and safe working practices.	✓		
15. High levels of honesty and integrity.	✓		
Other:			
This post is subject to an enhanced DBS disclosure.	✓		DBS Proces
2. The post holder must be committed to safeguarding the welfare of children.	· /		References