



JOB DESCRIPTION

Title: Armoury Senior Technician

Reports to: Armoury Manager

Overall Purpose of the Job:

Under the line management of the Armoury Manager, to participate in the day to day running operations, ensuring that all activities are carried out to the highest possible standard of safety, efficiency, and quality.

Main Responsibilities:

Day to day operations

- Engage in the making, repairing, running and touring requirements of the Royal Opera, Royal Ballet, and any other associated companies as required, to the highest possible safety standards.
- Liaise effectively and collaboratively with colleagues across the Technical, Production & Costume department, with Designers and Directors, working closely with Production Managers to deliver work to a consistently high standard and in a timely fashion.
- Attend production meetings, rehearsals, and performances, ensuring risk management procedures for firearms and edged weapons are clearly communicated and adhered to by all staff.
- Ensure artists are comprehensively instructed in the safe use of firearms and edged weapons for stage use and ensure refresher sessions prior to each performance are carried out with clear and comprehensive instruction each time.

- Maintain accurate and complete records in accordance with the requirements of all relevant authorities and licencing bodies and under the jurisdiction of the Armoury Manager, ensuring storage is controlled and recorded.
- Ensure the highest level of craftwork is practiced at all times, making and repairing weaponry, armoury, leatherwork props and armour using a wide range of techniques, materials and finishes.

Health and Safety

- Take personal responsibility for the safety of self and others
- Promote a positive approach to Health & Safety and safe working practices.
- Collaborate in a culture of constant improvement in relation to departmental risk assessments and safe working practices.
- Where required contribute to production-specific risk assessments, including but not limited to noise readings, instruction of staff and performers in weapons and firearms handling, and transportation and storage of show weaponry.
- Undertake Health and Safety related training, and any other training as identified by line managers and as required of the post. These may include but are not limited to COSHH and legislation pertaining to firearms and weaponry.
- Ensure that any near miss, incident or accident is reported in accordance with company policy.
- Work with colleagues to maintain a clean, efficient, well-organised and safe physical working environment, ensuring all areas are kept in a clean and tidy manner.

Communication and Relationships

- Assist in building an effective team and take individual responsibility for your attendance, quality of work, motivation and discipline, and providing support for other team members.
- Treat people with respect and maintain good working relationships
- Coordinate work with others, sharing relevant information, ideas and resources, and demonstrate a disciplined approach to work
- Maintain high standards under pressure and carry out tasks without detailed supervision
- Develop strong working relationships with colleagues across the Technical, Production & Costume department, with the Performing Companies (Royal Opera and Royal Ballet) and the wider organisation.

Leadership

- Supervise the work of other staff if required, reporting any concerns regarding attendance, conduct or performance promptly to the Armoury Manager or more senior managers. This includes the supervision of other Armoury staff, including casuals and freelancers, but also any other staff or performers engaged in handling weapons and firearms.
- Carry out the induction and training of other staff if required.

- Support a culture of information sharing, collaborative working and team working.

Continuous Improvement

- Keep in touch with best practice as relevant to the role and emerging technologies, including relevance to the sustainability aims and goals of the company.
- Manage your own learning and continuous professional development relevant to the role.
- Contribute to a culture of innovation and continuous improvement.

Note: This Job Description reflects the current situation. It does not preclude change or development that might be required in the future.

PERSON SPECIFICATION:

Skills and Experience

- Experience of handling or managing the use of weapons, ideally in a theatrical environment.
- A high level of competence within two of the following: metalwork, woodwork, or leather craft
- Experience of turning in metal and wood, or machining in metal an advantage.
- Experience in machine sewing or saddle stitch.
- Experience in making swords, daggers and scabbards, belts, leather pouches and bags of a military type an advantage,
- Knowledge and interest in historical arms and armour an advantage.
- A mature attitude to the safety and security responsibilities involved in handling weaponry
- Good IT skills appropriate to the role.

People Skills

- Strong communication skills
- Team player with a collaborative approach to working.
- Ability to work unsupervised and show initiative in dealing with day-to-day problems.
- Willingness to learn new skills and help train others.

Job Requirements

- Strong awareness of and adherence to Health and Safety policy and best practice
- Compliance with discrimination legislation and Equal Opportunities principles
- Flexibility to work varied hours including travel and work at other locations if required.

Note: This post is subject to an enhanced DBS check, and subject to the appropriate GP medical certificate and completion of firearms training.

