

# STORYHOUSE



## Technical Stage Manager Recruitment Pack

Antigone, 2021, Mark  
McNulty





Storyhouse, 2017, Becci Lane

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# Welcome from the CEO

Storyhouse is one of the UK's foremost cultural charities; its home in Chester incorporates a library, theatres, and a cinema. It is also an acclaimed theatre producer and runs the country's most successful regional open-air theatre in the city's Grosvenor Park, as well as the innovative Moonlight Flicks open-air cinema each year.

Storyhouse plays an important part of cultural life in Chester and continues to be a beacon of inspiration for many other cities and towns for the role it has played in social and economic regeneration, its successful and unique integration of world-class theatre, cinema, and library facilities, as well as its bold, exciting, diverse, and award-winning programming.

It is also a great place to work. We offer a flexible and supportive working environment, value experience as well as skills and qualifications, and work to ensure everyone in the organisation is aware of our equality and diversity commitments. We want to support all staff to fulfil their potential and enjoy a happy and healthy workplace.

We hope you decide to join us,

Annabel







Chester Disability Pride Parade, 2023, Mark McNulty

# Our Story

You can find a bit about who we are on our [website](#), discover more about our innovative home and how it came to be in [this case study](#) by Arts Council England, or read about our renowned library in this [blog](#) by the DCMS's library team.

Above all, Storyhouse is a creative community. As a diverse cultural organisation, our home is one of the country's most successful cultural buildings housing a cinema, theatres and a library. Last year we welcomed 800,000 people through our doors. We are both a community hub and combined arts producer.

Our library attracts international recognition, known for its seamless integration, and boasts the longest opening hours of any UK public library.

In 2023-24, we supported 5,768 young people to connect and create, ran 180 free rhyme-time sessions, created 423 magical performances indoors and outdoors, sold 108,298 theatre tickets and hosted a total of 1,618 cinema screenings.

Visits are roughly split into thirds between event attendances, library users, and wider participation. We enjoyed the support of over 14k volunteer hours and 1,328 different individuals were involved in making and supporting our work.

Grosvenor Park Open Air Theatre, which we founded in 2010, is the UK's largest regional open-air theatre, welcoming over 25,000 every summer.





# This House is Your House

We've become vital part of the region's cultural landscape and a place of safety and support for the community - especially for young people, giving them a space where they can reimagine their place in the world.

Over 40 community groups use us as a base for creative activity each month, including LGBTQIA+ and disability groups, refugee integration activities, mental health support sessions, and groups combatting social exclusion by age.

We work extensively with young people and provide a range of different programmes, from youth theatre and our young company, to young leaders, young programmers, and our many schools and education programmes. Throughout our work we collaborate with local partners throughout to ensure we are reaching the people that would usually have the least opportunity to participate.

Across everything we do, we work to give people the power to build their own creative communities through inspiring stories and shared creative experiences: this house is your house.

As we blend theatre, library, restaurant and cinema services, we share inspiring stories and stage creative events which empower people to nurture their creativity and bring together communities. Through our work, we hope to build a more connected, inclusive and creative community network.

The more open we are to the true and rich diversity of our communities, the more vividly we fulfil our purpose. More engagement from more of our communities will make more of Storyhouse.

We are committed to creating a team which is representative of our communities and to bringing together those with a variety of skills and experiences to help shape what we do and how we work.





A Midsummer Night's Dream, 2023, Mark McNulty

# Our Strategy...



Storyhouse is about to enter an exciting new phase in our evolution as we look to develop our programmes, based on a new strategic plan, to deliver world class arts and meet community needs.

### Our Vision:

**Here at Storyhouse, culture is owned by everyone.**

### Our Mission:

**We work every day to be a creative home for our communities.**

### Our Values:

#### **LISTEN CLOSELY.**

True empathy takes effort. So we work hard to understand different points of view.

#### **LOOK AROUND.**

Opportunities can be spotted by anyone, anywhere, at anytime. So we always have our eyes, ears and minds wide open.

#### **SPEAK UP.**

Not everyone's stories have been told. So we use our voices to amplify those that haven't been heard.

#### **STAND UP.**

Debate and discussion make things better for us all. So we don't shy away from a challenge.

#### **REACH OUT.**

Diverse perspectives solve the hardest problems and make the best decisions. So we seek them out, and invite them in.



A Midsummer Night's Dream, 2023,  
Mark McNulty



A woman with blonde hair tied back, wearing a white flight suit over a dark long-sleeved shirt, is seated on a chair. She is looking down and to her left, with her right arm raised high, hand open, palm facing forward. The background is dark, suggesting a stage or rehearsal space.

# Our Resources

Storyhouse is a medium-sized charity with approximately 140 staff and a gross revenue of over £6 million per year. The charity is financially stable, with a number of steady revenue streams, including a 20-year lease and contract for services with the local authority (Cheshire West and Chester) and NPO funding from Arts Council England for 2023 to 2026. Revenue from commercial activities is also essential to the charity's financial stability, and over 57% of its revenue is earned.

Storyhouse runs two wholly owned commercial trading subsidiaries: Storyhouse Production Company Limited - creating and staging Storyhouse Originals theatre productions - and Storyhouse Catering Company Limited - providing a range of catering, retail, cinema, receiving theatre and commercial services.

Despite our financial stability, like all other charities our resources are being eroded by rising costs caused by inflation and higher energy prices, and as a result of the continued cost of living crisis, demand for free-to-access services (such as warm spaces) is increasing.



# Our Building

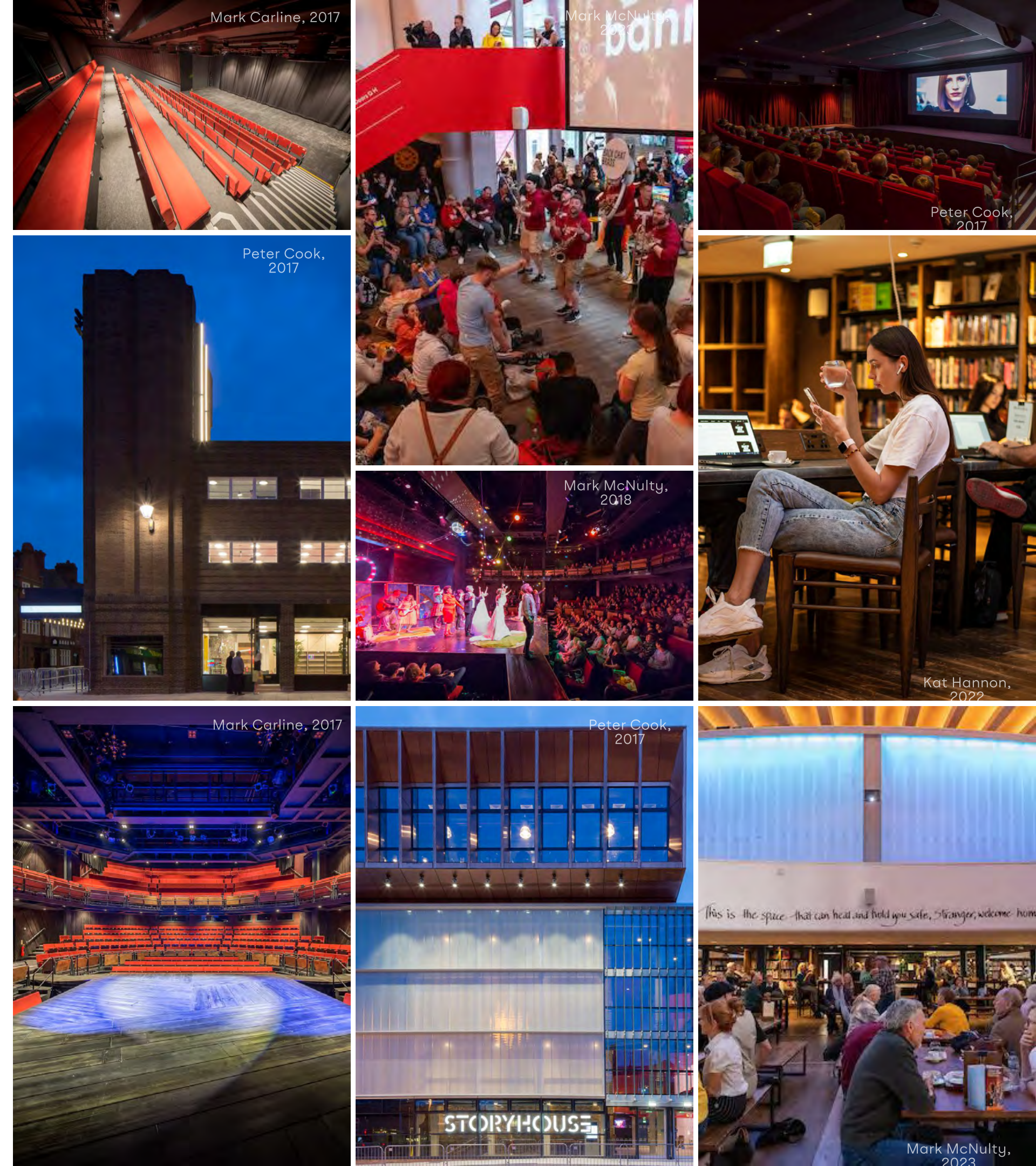
The original parts of Storyhouse were constructed as an art deco Odeon cinema in 1936, and have been restored, extended and renovated into a library, two state of the art theatres, a cinema, restaurant, and two bars.

The larger theatre is an 800-seat proscenium arch stage. With state-of-the-art facilities, its auditorium spreads across three tiers: stalls, circle and gallery. This same theatre converts into a 500-seat thrust stage (with the audience wrapping around three sides of the stage). In this format, the auditorium spreads across two tiers, with intimate seating putting the audience right in amongst the action.

On top of the building sits the Garret Theatre and Bar. This 150-seat black-box theatre is a flexible, fully-equipped performance, rehearsal, or workshop space. It is designed to be full of work made by local creative companies, individuals, and community groups, as well as a space we hire to companies and individuals.

The 100-seat boutique cinema is designed to honour the original Odeon's history as a cinema in 1936. With red velvet, soft, sunken seating, it is a beautiful event space.

The library spreads right through the building, with a dedicated family-friendly area (with wet play, storytelling room, and arts and crafts) in The Den and extensive book-stocks covering the walls throughout Storyhouse offering opportunities for studying, learning, and research.





# The Role

The Technical Stage Manager will be responsible for the strategic and operational management of all technical functions at Storyhouse, and its wider property portfolio including its summer site in Grosvenor Park.

They will manage technical operations, ensuring safe, efficient, and high-quality environments for audiences, artists, and staff.

They will lead the Technical team, ensuring the smooth and safe running of all events and activities, implementing policies and procedures to maintain compliance with relevant legislation, and fostering a culture of continuous improvement in health, safety, and operational efficiency.

They will manage the planning and delivery of technical and infrastructure requirements for Storyhouse's creative output across all sites, ensuring production values are maintained at the highest standard. This includes assisting with production management duties for Storyhouse Originals, our home-produced work.

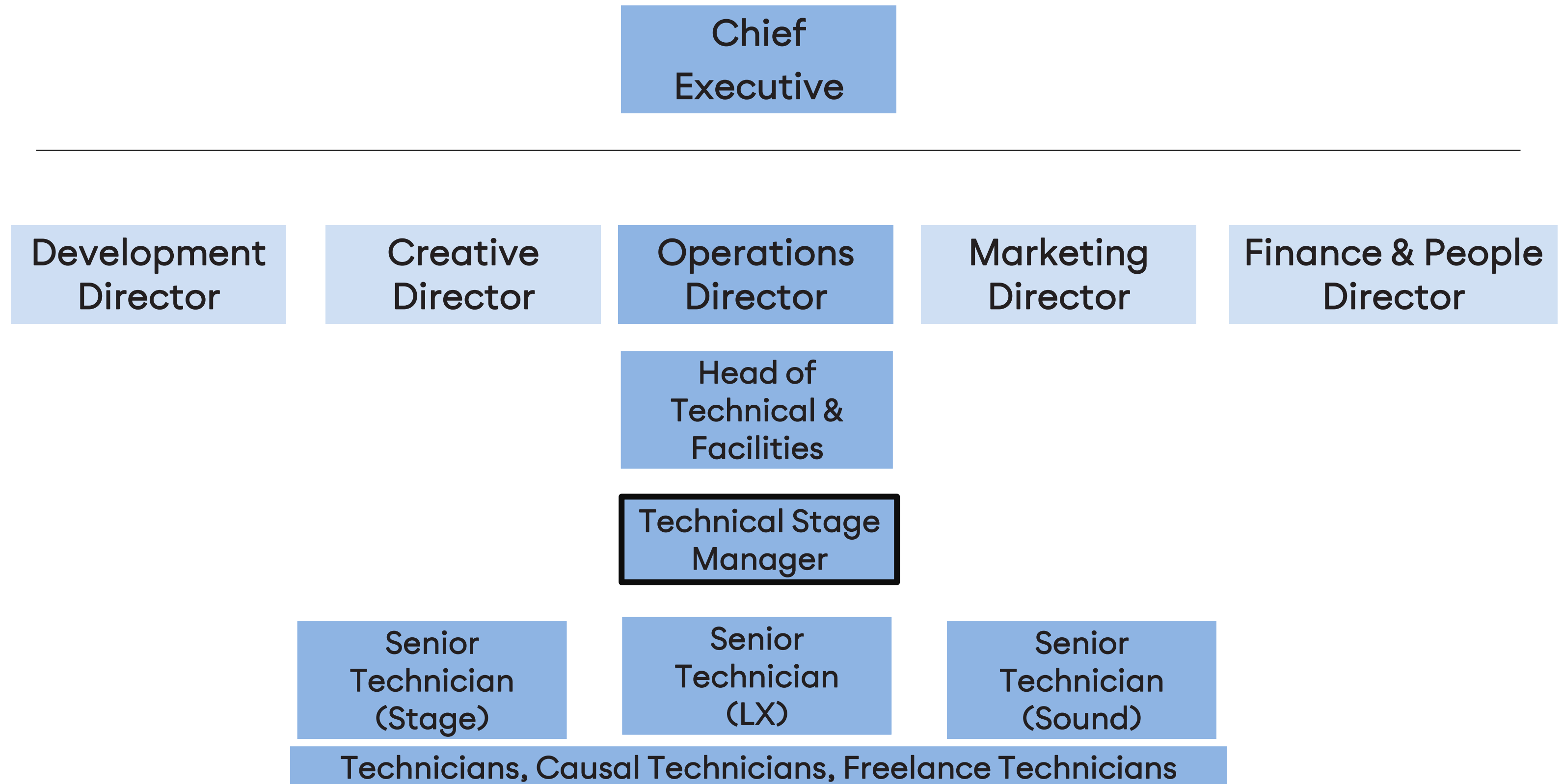
As a key member of the Operations department, they will play a pivotal role in driving operational business change, maximising efficiencies, and ensuring the long-term sustainability and profitability of Storyhouse.



The Kitchen, 2023, Mark McNulty



# Staffing structure





# Role and Responsibilities

## Technical

Lead the technical team ensuring the effective line management, training, and development of technical staff to deliver high-quality production support across all Storyhouse venues and projects, including lighting, sound, staging, counterweight flying and AV.

Lead on the technical delivery of all performances, festivals, and live events, ensuring that all productions meet the highest artistic and technical standards while maintaining efficiency, safety, and budgetary control.

Lead fit ups/get outs for touring and in-house productions, working on shows and events where required.

Lead on setting standards for technical excellence including servicing incoming and partner producers, management of stock, materials and presentation.

Be responsible for safety within the technical department, technical areas and for external events.

To be familiar and comply with current Health & Safety regulations relevant to the industry and to keep abreast of any changes.

Manage the technical aspects of all incoming work into the building and ensuring its presentation to the highest standards, including the management of successful relationships with incoming companies and individuals.

Work with the Head of Technical & Facilities to provide a production management function for Storyhouse Originals, including the planning and delivery of all in-house productions and technical requirements across Storyhouse venues, recruiting freelance stage management and wardrobe staff, ensuring efficiency, sustainability, and high production values.



# Role and Responsibilities (continued)

## Technical continued

Lead and support the Technical team, ensuring they deliver exceptional services that enhance Storyhouse's commercial resilience and visitor experience, while also providing professional development and training opportunities.

Manage staffing allocation for the technical department across all events and performances, scheduling and supervising to make best use of their time and keeping an accurate record of hours worked.

Plan, organise and lead on projects such as the Open Air Theatre and the thrust stage builds.

Work with Head of Technical & Facilities to manage budgets across all technical work.

Manage the maintenance of all technical facilities and equipment.

Attend programming meetings to keep up to date with the building's programme of events.

## Other

Act in accordance with Storyhouse's policies and procedures, and undertake any training as required by Storyhouse.

Act as a role model for other staff and contribute to the life of the organisation as a whole.

Any other duties as may be required as part of the Technical Stage Manager role.



# Skills & Experience

## Experience

A proven track record in technical/stage management at a management level within the arts, culture, entertainment, or live events sector

Experience of managing and delivering technical operations for theatres, festivals, or multi-use venues, including lighting, sound, staging, and AV

Demonstrable experience of managing health and safety compliance, including risk assessments, client management, and emergency planning

Proven leadership and management experience, with the ability to develop, motivate, and inspire the technical team

Experience of managing budgets, ensuring cost-effective resource allocation, and delivering operational efficiencies

Experience of working collaboratively with creative teams to support the planning and delivery of productions, ensuring high production values, safety, and efficiency

## Skills, knowledge and achievements

A strong understanding of technical theatre production, including lighting, sound, AV, counterweight flying and stage management, with the ability to oversee multiple projects and productions simultaneously

Excellent knowledge of health and safety regulations

Strong planning and project management skills, with the ability to prioritise tasks, manage multiple deadlines, and implement strategic initiatives

Proficiency in using technical management software, including CAD design tools, asset management systems, and scheduling platforms

Excellent communication and stakeholder management skills, with the ability to liaise effectively with senior leadership, creative teams, and external partners

Strong problem-solving skills and the ability to respond effectively to operational challenges in a fast-paced environment



# Opportunity and Staff Benefits

Title: Technical Stage Manager

Reports to: Head of Technical and Facilities

Salary: £30k - £35k per annum

Contract: Permanent, full time, 40 hours per week

30 days annual leave per year, including bank holidays, increasing annually up to a maximum of 3 extra days

Birthday leave

A defined contribution pension scheme or a People's Pension scheme

Employee Assistance Programme, including Medicash

Cycle to Work and Travel to Work schemes

Hybrid working practices and flexible working requests available from day one

Discounted gym membership schemes

Complimentary tickets and discounts on food and drink

Company sick pay after qualifying service



# Application Process

Applicants are asked to submit a cover letter expressing interest in the role and a CV demonstrating relevant experience online at:  
[www.storyhouse.com/jobs/](http://www.storyhouse.com/jobs/)

Applications should be submitted on or before 28<sup>th</sup> July 2025, 10am.

Interviews will take place on Friday 1<sup>st</sup> August and Monday 4<sup>th</sup> August.

For an informal discussion about the role or support in the application process, please contact our Head of People, Emma Hutt, at [peopleteam@storyhouse.com](mailto:peopleteam@storyhouse.com).

No agencies please.



Faustus That Damned Woman, 2023,  
Mark McNulty





# GDPR

## Personal Data Notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent.

The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.



STORYHOUSE