



POSITION DESCRIPTION

Division: Cultural Facilities Corporation

Position Number: PN 3551b

Business Unit: Canberra Theatre Centre

Classification: Senior Technician (\$86,750 - \$93,416)

Position Title: Senior Technician (Staging)

Location: Canberra Civic

Last Reviewed: July 2026

AGENCY OVERVIEW

The Cultural Facilities Corporation (CFC) is an ACT Government statutory authority established under the *Cultural Facilities Corporation Act 1997*.

The CFC's role is to manage, develop, present, and promote cultural activities across the ACT through a diverse portfolio of performing arts, visual arts, social history and heritage venues. It has specific management responsibilities at:

- [The Canberra Theatre Centre](#)
- [Canberra Museum and Gallery](#) including [The Nolan Collection](#)
- [Lanyon Homestead](#)
- [Calthorpes House](#)
- [Mugga-Mugga Cottage](#)
- [Albert Hall](#)

As the ACT Government's largest cultural organisation, the CFC plays a central role in connecting communities with rich artistic and cultural experiences. Through its venues and programs, the organisation brings together artists, audiences and partners to deliver engaging performances, exhibitions and events, while preserving and interpreting significant collections and heritage places.

The CFC's mission is to create and deliver diverse and memorable experiences that enliven and elevate arts, culture and heritage in the capital. It is committed to accessibility, inclusion and community connection, ensuring its activities are relevant and welcoming to a broad and diverse audience.

This work is supported by strong corporate and operational functions—including finance, marketing, people and culture, facilities management and capital works—which enable high-quality delivery, sustainable operations and continuous improvement across the organisation.

Canberra Theatre Centre

The Canberra Theatre Centre is a division of the CFC and is the major presenter of performing arts in the region. It presents a range of programming and independent productions and also works with community and commercial hirers to deliver a broad program of theatre, dance, and music. The Canberra Theatre Centre is connected to major performing arts centres across the nation and regularly works with leading

national theatre and dance companies. The Centre is poised to embark on a major renewal project that includes new and refreshed venues in the midst of an emerging cultural district.

POSITION OVERVIEW

The Senior Technician roles involve providing industry leading technical services to productions using the Canberra Theatre Centre's facilities.

The senior technician contributes to the management, development, care and security of the technical equipment at the Canberra Theatre Centre and assists in the development of skills and standards within the technical department. They have a comprehensive understanding of the equipment used in their department and uses their knowledge to realise the artistic requirements of a production. This may include operating sound and lighting consoles, performing fly cues and scenery moves, and providing programming and fault-finding services to clients.

The position reports to the Head of Staging.

WHAT YOU WILL DO

Under the broad direction of the Head of Department.

1. Coordinate the set up and operation of technical equipment in live performance situations, including systems design and configuration.
2. Supervise and lead a team of technical staff in a productive and efficient manner to deliver outstanding production services.
3. Create and follow technical documentation such as stage plans, rigging plans, hanging plots, cue lists, or any other technical documentation required to interpret the creative vision of a production.
4. Ensure technical requirements for productions are delivered safely and in accordance with best WHS practice.
5. Provide outstanding customer service to internal and external clients of the Canberra Theatre Centre including maintaining proactive working relationships with contractors and service providers
6. Contribute your own creativity to the events produced at CTC by bringing your own design, style and personal elements to productions.
7. Maintenance, Fault finding, and problem solving of the Canberra Theatre Centre's technical systems.
8. Other duties as reasonably required.

WHAT YOU REQUIRE

The following capabilities form the criteria that are required to perform the duties and responsibilities of the position.

1. Comprehensive experience working in a modern professional arts centre, live music venue, or touring production.
2. Proven experience delivering technical services within a theatre, live music venue, or touring production at a nationally or internationally recognised level.
3. Ability to lead and work within teams to realise the technical requirements and artistic vision of a production.
4. Knowledge of theatre and event based WHS practices and the ability to promote a positive safety culture at the CTC.
5. Experience with the maintenance and continual improvement of relevant theatre technical systems.
6. Ability to work effectively under pressure and prioritise resources and staff to deliver production requirements while maintaining a positive workplace culture.
7. An understanding of the principles and practices of Workplace Diversity and Equity, Workplace Relations and Occupational Health and Safety and the ability to apply them to work practices, as well as an understanding of, and commitment to the ACT Public Service Code of Conduct.

Other Requirements or Qualifications

1. Certificate III in Live Production and Technical Services or equivalent experience (Essential)
2. Relevant industry related qualifications (Desirable)
3. Entertainment Industry training certificates (Desirable)

The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LBGTIQ are encouraged to apply.

WORK ENVIRONMENT DESCRIPTION

The following work environment description outlines the inherent requirements of this role and indicates how frequently each of these requirements would be performed. Please note that Cultural Facilities Corporation is committed to providing reasonable adjustment and ensuring all individuals have equal opportunities in the workplace.

ADMINISTRATIVE	FREQUENCY
Telephone use	Frequently
General computer use	Frequently
Extensive keying/data entry	Occasionally
Graphical/analytical based	Occasionally
Sitting at a desk	Occasionally
Standing for long periods	Occasionally
Designated workstation	Occasionally

STANDARD HOURS	FREQUENCY
Flexible working hours (access to flex time)	Never
Fixed or specified start/finish times	Frequently
Expected to work extensive hours over a significant period due to the nature of the duties	Frequently
Access to Accrued Days Off (ADOs)	Never
Peaks and troughs	Frequently
Frequent overtime	Occasionally
Rostered shift work	Frequently

SOCIAL DEMANDS	FREQUENCY
Work with others towards shared goals in a team environment	Frequently
Work in isolation from other staff (remote supervision)	Occasionally
Working in a call centre environment	Never
Working directly with the public	Occasionally

PHYSICAL DEMANDS	FREQUENCY
Distance walking (large buildings or inter-building transit)	Frequently
Working outdoors	Occasionally

MANUAL HANDLING	FREQUENCY
Lifting 0 – 5kg	Frequently
Lifting 5 – 10kg	Frequently
Lifting 10kg+	Frequently
Climbing	Frequently
Reaching	Frequently

Bending/squatting	Frequently
Push/pull	Frequently
Sequential repetitive movements in a short amount of time	Frequently

TRAVEL	FREQUENCY
Frequent travel – multiple work sites	Occasionally
Frequent travel – driving	Occasionally
Frequent travel – interstate	Occasionally

SPECIFIC HAZARDS	FREQUENCY
Working at heights	Frequently
Exposure to extreme temperatures	Frequently
Operation of heavy machinery e.g. forklift	Occasionally
Confined spaces	Never
Excessive noise	Occasionally
Low lighting	Frequently
Handling of dangerous goods/equipment	Occasionally
Working with asbestos	Never
Potential to encounter agitated customers	Occasionally
Exposure to potentially distressing case material	Occasionally

OTHER	FREQUENCY
Uniform required	Never
Personal Protective Equipment (PPE) required	Frequently