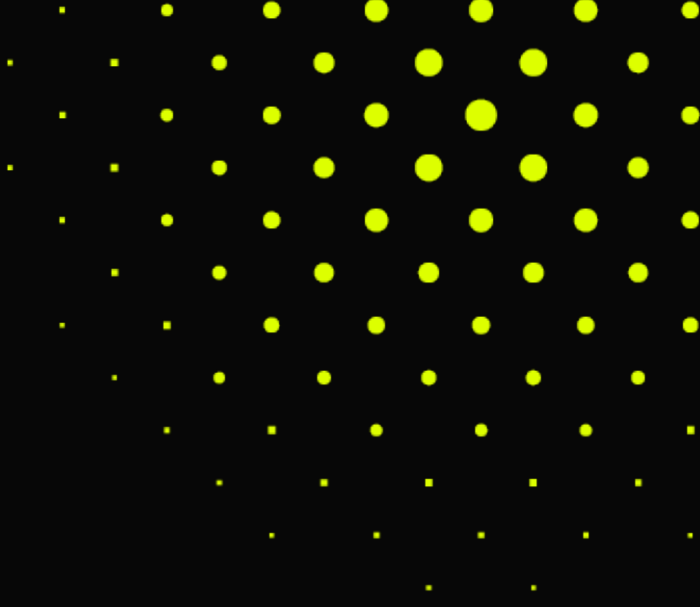




ARTRAGE

SITE AND BUILD CREW

Position Description

POSITION TITLE: ARTRAGE Site & Build Crew

DEPARTMENT: Event Team

TERM: Casual

REPORTS TO: Site Managers, Team Leaders, Event Manager,
Delivery Team Coordinators

DIRECT REPORTS: NA

AWARD: Live Performance Award - Production and Support
Staff Level 2
\$33/hr base rate

ARTRAGE INC

ARTRAGE Inc. is a not-for-profit charity and one of the oldest arts organisations in Western Australia. For over thirty years, ARTRAGE has developed and presented numerous key cultural events and festivals including most recently Rooftop Movies (est. 2012), Girls School Cinema (est. 2018) and FRINGE WORLD Festival (est. 2011).

OUR PURPOSE – to bring artists and audiences together to share in extraordinary experiences

OUR VISION – the arts are embraced as an integral cultural driver

OUR MISSION – to create spaces where creativity thrives and where artists and audiences connect

ACCESS

At ARTRAGE we support and celebrate diversity.

ARTRAGE is proud to be an equal opportunity employer and reviews all job applications free of any bias and provides an inclusive work environment regardless of a person's sex, gender history, sexual orientation, age, race, religious or political beliefs, marital, pregnancy or family status.

ROLE OVERVIEW

The Site and Build Crew will assist the Event Team with all workshop builds, onsite carpentry, signage and design installations, venue construction and site dressing across ARTRAGE sites. Site and Build Crew require a passion for creation, assembly and installation and the successful candidates will have proven construction and/or event experience.

ROLE DUTIES

GENERAL

- Assist with build projects and become familiar with necessary infrastructure and workshop procedures.
- Assist with methodical deliveries of internal infrastructure during bump in, operations and bump out.
- Assist in the build and pack of venues and sites alongside the Event, Operations and Production Teams.
- Complete daily tasks list as instructed by Site Managers or Event Coordinators and report any uncompleted activities or possible delays promptly.
- Identify any damage to site infrastructure or venues, inform Site Managers and repair accordingly.
- Be aware of and adhere to all regulations and requests set by the Event Management Team.
- Always maintain a safe, clean, and orderly warehouse and festival site.
- Return all tools or unused consumables at the end of each working day.
- Assist other departments in the transport of goods required onsite.
- Ensure all requested receipts and paperwork are completed and submitted on time.
- Complete timesheets daily for review and sign off.

SKILLS REQUIRED

- Knowledge of festival related infrastructure, equipment, and procedures.
- Creative, resourceful, and positive attitude towards problem solving.
- Ability to interact and communicate effectively with a broad range of people.
- Excellent organisational and time management skills with demonstrated ability to prioritise tasks and meet tight deadlines.

REQUIRED CERTIFICATIONS

- White Card (High Risk Work License)

DESIRED CERTIFICATIONS

- WA Driver's License (C Class minimum)
- Forklift Ticket (High Risk Work License)
- Working at Height (High Risk Work License)
- Senior First Aid