



## Mobile Set Team Build Manager

<b>Location:</b>	Winchester
<b>Wage:</b>	£130 p/d
<b>Dates of work</b>	Pre-production - 1-2 days (Dates TBC) On site - 19th July 2019 - 17th August 2019 (4 days off over show)
<b>Reports to</b>	Set Design Manager (SDM), Assistant Production Manager (APM), Festival Production Manager (FPM)

### Role Summary

The Set Team Build Manager will manage a team of set carpenters and scenic painters to install and derig the set on site in July/August.

The Mobile Set Team Build Manager will manage the installation of The Mansion in Boomtown Springs, and the Kidztown Street set and stage set.

### Essential Skills & experience

- An experienced and skilled set carpenter
- Comfortable leading and managing a team of 20+ skilled carpenters
- A details knowledge of Layher System Scaffolding
- Ability to work to schedules
- Knowledge of plant and site infrastructure

### Desired Skills & experience

- Experience with multiple CAD platforms (Sketchup, Vectorworks and Autocad)
- Experience working in festivals

## **DUTIES & RESPONSIBILITIES**

### **Pre-production & planning**

#### ***Apr- June***

- Work with SDM to create Risk Assessment and Method Statement for onsite build
- Work with SDM to choose crew for on site build.
- Work with SDM to book crew administratively
- Work with SDM to create build schedule
- Review and confirm required infrastructure
- Write and submit Risk Assessment and Method Statement for onsite build.
- Be the main POC for build crew
- Be aware of our sustainability practices and adhere to the requirements

### **Delivery / On-site**

#### ***July – Aug***

- Work with Production Manager to mark out scaffolding
- Mark sure scaffolding as built as per drawings
- Work with Production Manager to ensure no set is attached to un-ballasted scaffolding
- Manage a team of set builders and set painters to install pre-fabricated set
- Responsible for making sure schedules are adhered to
- Be aware of crew welfare and moral whilst at work, manage their individual workload and schedule breaks within the team, ensure all crew are working safely and happily
- Work with the H&S team, Production managers, Build Production Office Manager, and the crew on the ground to ensure safe planning and implementation of build method statements to ensure we plan and facilitate safe working practices. (Starting with a set of generic rams, but creating bespoke rams for unusual jobs. E.g. The in-situ 'Take 5 RAs')
- Make sure photos are taken of all set once stacked ready for storage

- Ensure that all set is braced/banded/labelled ready for storage
- Try to maintain some distance from the complex and particularly physical tasks so that you are able to maintain an overview of the projects at hand and maintain the schedule and moral etc.

## **Post-production**

### ***Sept – Oct***

- Attend debrief at BT HQ in September.