



JOB DESCRIPTION

Role:	Structures and Scaffolding Coordinator
Reports to:	Head of Production
Roles Responsible for:	Coordination and management of Scaffold Contractors
Primary Location:	Boomtown Festival HQ, Bristol
Salary range:	£39k Pro Rata, 86 day freelance contract

COMPANY DESCRIPTION

Boomtown Festival is an organisation with unrivalled artistic output, cutting edge production and cultural comment. Founded in 2009, the organisation sets about giving people the most immersive and creatively driven, truly independent arts festival. A place that inspires people to go forward and create positive societal change beyond the event itself.

Headquartered in the heart of Bristol, Boomtown is an annual five-day music festival held at the Matterley Estate (Nr. Winchester, Hampshire) in the rolling hills of the South Down National Park. For more than a decade, the organisation has offered its audience extraordinary experiences through the programming of visual arts, mind-bending set designs, a multitude of music styles and site-specific theatrical performance.

Charity, Education, Environment and Social Awareness is an integral part of the ethos of Boomtown with the festival being a driving force and platform for challenging societal norms and raising awareness on key issues that face the world today. In 2019, the organisation took unprecedented steps by partnering with TreeSisters, a global network of women passionate about achieving restoration of our tropical forests, to plant a tree for every attendee of its Festival that year (c.70,000 trees). This is just one example of the numerous charities and partnerships the festival and company engages with frequently to influence positive change in the world.



ROLE DESCRIPTION

Working alongside the Head of Production, this role is focussed on supporting, tracking and managing the various scaffold and staging contractors from design development to delivery on site.

This will involve working with each of the contractors and the set design and build teams in the lead up to the festival and during the build to put in place a detailed build schedule and contract, then supporting the contractors on site to deliver to that schedule.

A large part of the job on site will be tracking and logging the sign-off procedures, working closely with the safety team and the contractors to ensure thorough and diligent delivery of the structures, so attention to detail in both technical delivery and administrative process will be important.

In 2020, Boomtown will be putting emphasis and investment into the theatrical elements of the show, and as such a critical part of the new Structures Co-ordinator role will be to ensure that the needs of the show teams are met. This will mean ensuring balconies and stairwells and other performer accessed areas and rigging points, camera tracks and zip lines are all 'designed in' and delivered to spec.

This will include:

- Management of multiple scaffold / staging contractors
- Budget and schedule management
- Managing the sign off procedures of over 40 distinct structures across the site
- Working with H&S team to ensure safe practice
- Supporting the set design teams and the scaff contractors, often mediating between the 2 teams to find solutions that work for everyone

- - -



KEY SKILLS AND EXPERIENCE

You will be a qualified scaffolder or staging system build manager with some direct experience running builds and crews and a technical knowledge of Layher System Scaffolding and Tube and Fit as well as the use of truss and basic rigging.

Pragmatic, flexible and confident, you will be supporting multiple contractors and build teams concurrently, so you will need to communicate very well and be personally organised as well as personable.

- Level 2 Scaffold qualification or equivalent
- A good technical knowledge of Layher System Scaffolding
- Good knowledge of Vectorworks, Sketchup and ideally Autocad and / or LayPlan
- Administrative diligence and attention to detail
- Experience in managing scaffold builds or other structural event builds
- Contractor management experience desirable
- Strong schedule and budget management skills
- Contract management

The role is approximately 2 days a week in the office at Boomtown HQ in Bristol and around 45 days on site in Winchester.

WHY WORK FOR BOOMTOWN FAIR

- A cutting-edge event that is viewed globally as a leader in its field
- Opportunity to be part of something that is genuinely trying to make a difference in the world
- Work in a flexible and empowering working environment that encourages people to use initiative and act like responsible adults
- Be part of a team that truly loves what it does, works hard to achieve great things and has a lot of fun doing it
- You share our enthusiasm and ideals for delivering something spectacular and in doing so, striving to make the world a better place



BOOMTOWN'S VALUES

- Respect; yourself, each other, your city
- Integrity; do what you say you will, and to the best of your ability

POST DETAILS:

The role is head office based (Bristol) for 16 hours per week over 2 days February to July then you will be required to live and work on site at the festival in Winchester between roughly 13th July – 26th August, where longer working hours are required (onsite accommodation and meals provided)

PACKAGE DETAILS

START DATE: Early / Mid February
END DATE: Late August / Early Sept