

Production Technician

POSITION DESCRIPTION

TITLE	Production Technician
SECTION	Technical Services Team
POSITION	Permanent full-time.
REPORTS TO	Technical Manager
START DATE	July or as negotiated
REVIEW DATE	12 weeks probation and then annually
AWARD	Live Performance Award 2020
CLASSIFICATION	LPA 2020, Level 3 – 5 dependent on skills and experience
PAY RANGE	\$55,000-\$65,000, dependent on Level, plus super and leave loading
PERIOD OF NOTICE	As per Award
OTHER BENEFITS	4 weeks annual leave and 10 days personal leave, plus other legislated entitlements and 2 BREC Wellness Days per year will apply. The opportunity to experience live performance and attend shows at BREC.
HOURS	Monday to Sunday: varied hours on a variable 4 week cyclical roster.
OTHER REQUIREMENTS	On appointment, successful applicants must supply a current National Police Certificate, Working with Children Check, White Card plus any other qualifications advised by the Technical Manager. These must be maintained throughout employment at BREC. <i>Applicants must hold full work rights in Australia.</i>



BUNBURY REGIONAL ENTERTAINMENT CENTRE

Blair Street Bunbury WA 6230
mail@bunburyentertainment.com
+61 8 792 3111 | 1300 661 272

PO Box 1983 Bunbury WA 6231
bunburyentertainment.com
ABN 82 571 821 832



ABOUT YOU & THE ROLE

As a Production Technician, you'll play a hands-on role in delivering safe, efficient, and high-quality technical services across BREC's busy program of live performance, film, conferences, and events. Working as part of a collaborative, multi-skilled team, you'll contribute to the smooth running of productions and help maintain BREC's technical facilities and equipment.

You'll bring expertise in at least one key area — such as lighting, sound, AV, or staging — and a willingness to learn and support across others. You're calm under pressure, solutions-focused, and a great team player. You'll work closely with colleagues across technical, front-of-house, and administration, as well as visiting artists, hirers, and volunteers — helping to create exceptional experiences for everyone who comes through our doors.

This is a great opportunity to grow your skills in a dynamic venue, with professional development and on-the-job learning built into the role.

ABOUT US

The Bunbury Regional Entertainment Centre (BREC) is a beloved, multi-award-winning performing arts and conference venue that has been at the heart of Bunbury and the South West since 1990. Owned by the City of Bunbury and managed by a not-for-profit association with an active volunteer Board, BREC includes a 790-seat main auditorium, a 242-seat studio theatre, and a suite of flexible conference and event spaces.

Our purpose is simple and powerful: to bring people together to share exceptional experiences. Each year, we deliver a diverse mix of business events, live performances, film festivals, creative learning, community engagement and regional performance industry capacity building — attracting patrons and participants from across the region and beyond.

At BREC, we're passionate about the role arts and culture play in building a thriving, inclusive community. We are committed to being a diverse and culturally safe workplace and warmly encourage applications from First Nations peoples, people from culturally and linguistically diverse backgrounds, LGBTIQ+ people, and people living with disability.

BREC Values

Evolve and thrive. Champion Respect. Together.

TEAM OBJECTIVES

The Technical Services Team is at the heart of delivering BREC's vibrant year-round program of live performance, film festivals, conferences, and community events. Multi-skilled across lighting, sound, AV, and staging, the team ensures every event runs safely, smoothly, and with technical excellence.

Our work underpins BREC's strategic focus areas: First Nations Front and Centre, Welcome Everyone, Grow Creative Capacity, and Future Proof BREC. From maintaining infrastructure and delivering touring productions to supporting local artists and community-led events, we help create unforgettable experiences on and off the stage.

Through responsive, professional service and strong collaboration with artists, clients, schools, community groups and other stakeholders, the team plays a vital role in shaping BREC's reputation — helping position Bunbury as a dynamic cultural destination and contributing to the creative and economic life of the region.

KEY POSITION RESPONSIBILITIES

- Always act safely, professionally, and respectfully towards clients, artists, volunteers, staff, and other stakeholders.
- Provide high-quality customer service and a positive, solutions-focused attitude when responding to technical challenges.
- Deliver hands-on technical support across lighting, sound, AV, staging, and other services as required, including setup, operation, pack-down, and resetting of venues and spaces.
- Operate and maintain BREC's technical equipment and infrastructure to a high standard.
- Ensure efficient and timely delivery of technical services for all BREC events and clients.
- Follow instructions from senior staff and contribute positively to a collaborative and supportive team environment.
- Accurately record time worked and chargeable hours in accordance with venue processes.
- Comply with all BREC policies and procedures, including Work Health and Safety requirements and risk management protocols.
- Maintain confidentiality in all interactions with clients, colleagues, and users of the Centre.
- Perform other related duties as required to support the successful delivery of BREC's program and services.

ESSENTIAL SELECTION CRITERIA:

1. Demonstrated reliability, honesty, and a strong work ethic, with a professional attitude and a commitment to high standards in technical service delivery.
2. Proficient in at least one core area of live production (lighting, sound, AV, or staging), with hands-on experience in operating, troubleshooting, and maintaining relevant systems and equipment.
3. Experience in supporting the setup, operation, and pack-down of events, including interpreting production documentation, collaborating with artists and clients, and meeting production timelines.



4. Strong troubleshooting skills and the ability to think on your feet, remain calm under pressure, and proactively contribute to smooth event delivery.
5. Excellent interpersonal skills, with the ability to collaborate respectfully with colleagues, take direction, and support a positive team environment.
6. Demonstrated commitment to providing excellent customer service, with a flexible, can-do attitude and the ability to respond professionally to client needs and challenges.
7. Ability to maintain accurate records and complete administrative duties, with proficiency in Microsoft 365 (including Word, Excel, and PowerPoint). Demonstrated understanding of WHS procedures, risk awareness, and safe work practices.

DESIRABLE CRITERIA:

1. Experience across multiple technical areas (e.g., lighting, sound, AV, staging, cinema operation, or conferencing) is highly desirable.
2. Possession of a current C-class driver's licence and relevant certifications such as a Test and Tag licence, White Card, Riggers Certificate, or qualifications in technical theatre or performing arts.
3. A willingness to expand knowledge and skills across other technical disciplines and contribute to a culture of continuous improvement.

TO APPLY

Please email to careers@bunburyentertainment.com:

- A short cover letter outlining your suitability for and interest in the role. Tell us why this is the job for you!
- Your Resume with two referees.

Deadline

5pm, Thursday 3rd July 2025

Contact

Queries to Jared Ross, Technical Manager on 08 9792 3118 or careers@bunburyentertainment.com