



Head of Lighting



School Girls: Or the African Mean Girls Play
Photo by Manuel Harlan



Accidental Death of An Anarchist
Photo by Helen Murray



Iphigenia in Splott
Photo by Jennifer McCord

We are the Lyric Hammersmith Theatre. We are the civic and creative heart of West London. We believe that everyone deserves to experience the life changing impact of theatre.

In our big, beautiful theatre, we tell stories that matter and work with exceptional talent to make ambitious, entertaining, inspiring shows for our audience in West London and beyond.

We remove barriers to engagement and ensure young people have the opportunity to discover the power of their creativity, shaping the future of British theatre.

We are inclusive, forward looking and unafraid of change – we are proud of our history and ambitious for our future. A local theatre with a national impact.

LYRIC VALUES

Work with integrity and respect

We support each other with kindness, openness and integrity. Together we celebrate our achievements and work collaboratively through our challenges.

Every day we learn and grow

We continue to ask questions, seek answers and share our learning with each other for the benefit of the Lyric.

Be ambitious and action-focused

We believe in excellence; we have a can do attitude, go the extra mile and ensure our ideas become actions.

Serve our West London community

We are here for the people of West London, every decision we make and action we take should benefit our community.

HOW TO APPLY

To apply for the post, please:

- Complete an **application form** in type or black ink. Use the Supporting Information section on the form to explain why you are interested in this role and how your experience and skills match the person specification.
- Return the **application form** by email to jobs@lyric.co.uk and complete an **online equal opportunities monitoring form**: <https://lyric.co.uk/equal-opportunities-form/>
- Do not submit CVs, as these are not accepted.

The deadline for receipt of completed applications is **10am on Friday 24th April 2026**. First interviews will be held **w/c 4th May 2026** and second interviews will be held **w/c 11th May 2026**.

If you would like to submit your application in another format or require this information pack in a different font or format, we would be happy to accommodate this. Please contact the Administration & HR Team on 020 8741 6822 option 2 or jobs@lyric.co.uk to discuss a suitable alternative. (Between 10:00am – 5:00pm, Monday– Friday)

DESCRIPTION FOR THE POST OF HEAD OF LIGHTING

Responsible to:	Head of Production
Contract:	Full-time permanent role
Salary:	£41, 991 per annum
Hours/Days:	<p>The Lyric operates a system of annualised hours for production and operations staff and the post-holder's pattern of work will be determined by the needs of the job</p> <p>The Lyric has a House Agreement that details our approach to annualised hours for all staff.</p>
House Agreement Type:	Production Agreement
Holiday:	30 days per annum including Bank Holidays with an additional day added for each year of service up to a maximum of 35 days
Notice period:	Three months
Probationary period:	Six months
Pension:	3% pension contribution after qualifying period
Other benefits include:	Season ticket loan, Cycle to Work Scheme, Employee Assistance Programme, Work from Home Policy, Long

service awards, Staff Ticket Scheme including complimentary and discounted theatre tickets, and staff catering discounts

DEPARTMENT INFORMATION

The Production team is led by the Head of Production and consists of:

- Deputy Head of Production
- Company Stage Manager
- Head of Lighting – this role
- Lighting Deputy
- Head of Sound and Video
- Sound Deputy
- Head of Stage
- Stage Deputy
- Head of Costume
- Studio and Events Technical Manager

MAIN PURPOSE OF POSITION

The Head of Lighting will be responsible for leading the Lighting department as well as working with creative teams and other technical departments to ensure that the presentation of the Lyric's work is to the highest possible standards and production values. Apart from working on the Main House and Studio productions, this role will need to take a proactive role in supporting the young people's programmes taking place in our new rehearsal and practice rooms, dance studio, film and TV studio, cinema, digital play space and sensory space in the Reuben Foundation Wing.

The Head of Lighting will also be responsible for departmental maintenance and, in conjunction with the Head of Buildings and Facilities, provide support for electrical maintenance in all areas of the building.

PRINCIPAL DUTIES

Lyric productions, co-productions, visiting productions

- To work with creative teams to facilitate, oversee and realise all lighting and electrical requirements for all of the Lyric's productions.
- To organise and lead all get-ins, fit-ups, production periods, performances and get-outs for all productions at the Lyric, and be present for dress rehearsals, previews and press nights as necessary for both the Main House and Studio.
- To act as the Lighting Programmer as required on productions in the Main House.
- Design, build and fit practical's and electrical effects as required for all productions.
- To provide technical support in a helpful and efficient manner and liaise with other technical departments.
- To schedule and share the operation of shows in both theatres with other members of the department.
- To assist the Head of Production in planning and preparation for all productions. To attend Production meetings and prepare fully for production periods, including overseeing the purchase, hire and loan of special equipment and materials.

- To liaise closely with the Lyric's Stage Management team during rehearsal periods and performances.
- To keep the Head of Production fully informed on the work of the Lighting department, set, and agree schedules and deadlines for this work.

Young people's programme

- To provide technical support where necessary for the Lyric's young people's programmes taking place in the Lyric's rehearsal and practice rooms, dance studio, Film and TV Studio and cinema.

Team management

- To manage the Lighting Deputy plus any casual staff, in consultation with the Head of Production, discuss, and agree calls for work, holiday arrangements, sickness cover etc.
- To ensure that Lighting department staff meet the requirements of the Lyric's house agreement and annualised hours.
- To keep lighting department staff fully informed on planned work, schedules, deadlines, and contribute to the development of Lyric policy in all areas.
- To ensure relevant training and induction is provided to all electrics staff.

Maintenance and equipment

- To plan, cost and implement any agreed improvements to stock items of equipment.
- To ensure efficient organisation of relevant backstage, storage areas and outside stores and ensure that all these areas are kept clean and tidy.
- To be responsible for stocks of lamps, electrical spares and tools, maintaining adequate stocks in a clean and tidy manner.
- To ensure all lighting and electrical equipment in the Main House, Studio and backstage is maintained in good order and fit for purpose.
- To work collaboratively with the Head of Building and Facilities, advising and assisting on lighting and electrical systems in all parts of the building as appropriate.

Health and safety

- To be responsible for health and safety in all relevant areas and ensure that all staff comply with health and safety requirements and carry out their work in a responsible manner, employing good working practices at all times.
- Identifying hazards and completing suitable risk assessments for all departmental related activity.
- To ensure that any requirements of the London Borough of Hammersmith and Fulham and other licensing authorities are fully complied with.
- To be a member of the Health and Safety Committee and to attend monthly meetings.

Green

- To lead on the implementation of carbon reduction measures in the Lighting department, working towards the Lyric's key business aim 'to reduce the theatre's long term impact on the environment and become a model of best practice for other organisations'.

Touring

- To work in other venues and on tour as required and to liaise with resident staff at other venues.

GENERAL DUTIES

- Regularly attend Lyric Hammersmith Theatre shows and projects including press nights, Young Lyric and development events.
- Attending internal and external meetings as required.
- To adhere to the Lyric's Equality, Diversity and Inclusion Policy, Anti-Racism Strategy, Health & Safety Policy and any other policies or plans the Lyric may introduce in the future.
- Work at all times in accordance with the Lyric's Environmental Sustainability and Action Plan and proactively develop and encourage environmentally sustainable practice.
- To take an active role in your continuing professional development, identifying relevant training and professional development opportunities
- To act always in the best interests of the Lyric Hammersmith Theatre
- To undertake any other duties as agreed with the Head of Production as is appropriate to the post

This job description is a guide to the nature of the work required of this role. It is not wholly comprehensive or restrictive and may be reviewed as required.

PERSON SPECIFICATION

Essential Criteria

- Relevant professional experience.
- Excellent staff management and the ability to run fit ups and get outs.
- Excellent knowledge of current lighting technology and practices.
- Thorough knowledge of ETC control desks and dimmers.
- Excellent console programming experience.
- Ability to read, produce and edit technical drawings.
- Able to multi-task, work calmly under pressure and meet tight deadlines.
- Ability to demonstrate initiative and adaptability.
- Excellent verbal communication skills.
- Ability to build and maintain good relationships with suppliers, contractors and companies.
- Knowledge of Health and Safety legislation and procedures as related to the theatre industry.
- Ability to manage budgets effectively.

Desirable Criteria

- Working at height training.
- Experience of working with sound and video.
- First aid training.
- Full clean driving licence.
- BS 7909 Electrical Qualification

EQUALITY & DIVERSITY

The Lyric values and promotes diversity and is committed to equality and opportunity for all. We are working actively to be an anti-racist organisation. Everyone who works with us is required to comply with and actively promote our Equality, Diversity and Inclusion Policy, and no job applicant or member of our workforce will receive less favourable treatment on the grounds of age, disability, gender, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race, religious belief, sexual orientation, class or socio-economic background, trade union activity or political activity or opinion.

The Lyric Hammersmith Theatre has made a commitment that applicants with disabilities who meet the essential criteria for this job will be invited to interview. We may use positive action, in cases where candidates are equally qualified, to increase the employment of under-represented groups at the Lyric.

The Lyric Hammersmith Theatre is proud to be a Disability Confident Committed Employer and supports parents and carers working in theatre.

APPOINTMENTS

All appointments are made subject to satisfactory references, proof of eligibility to work in the UK and are subject to an enhanced or standard Disclosure and Barring Service (DBS) disclosure.

LYRIC CONTACT DETAILS

If you have any questions about this role, you can contact the Lyric's Administration & HR Team on 020 8741 6822 option 2 or jobs@lyric.co.uk. (Between 10:00am – 5:00pm, Monday-Friday)

We look forward to receiving your application.