



## RECRUITMENT PACK: HEAD TECHNICIAN

Application deadline: **Monday 30 April 2018, 10am**

Interviews will be held: **Week commencing 7 May 2018**

To apply please send your completed Application Form, including the Equal Opportunities Monitoring Form, in PDF format, to [recruitment@chisenhale.org.uk](mailto:recruitment@chisenhale.org.uk) using the subject line: *Head Technician Application*. Please do not send anything else with your application.

<b>Job Title:</b>	Head Technician
<b>Contractor:</b>	Chisenhale Gallery, 64 Chisenhale Road, London E3 5QZ
<b>Main contact:</b>	Curator: Commissions
<b>Responsible for:</b>	Freelance technicians
<b>Contract type:</b>	Freelance
<b>Hours of work:</b>	Varied, approximately 8-15 days per quarter
<b>Fee:</b>	£21 per hour

### PURPOSE OF THE POST

The Head Technician works closely with the Curator: Commissions and artists to plan and deliver Chisenhale Gallery's commissions programme, presented as four exhibitions annually in the gallery space, as well as one-off live events and occasional offsite projects.

The Head Technician plans the installation and de-installation of exhibitions and leads the gallery's team of freelance technicians, managing their schedule and overseeing their tasks. The Head Technician also assists the Curator: Commissions with managing external contractors whilst onsite at the gallery.

In addition, they are responsible for the up keep of the workshop and storage areas, tools and equipment, as well as liaising with the Deputy Director to undertake general maintenance work as required throughout the building.

The Head Technician is a freelance role and hours of work will vary according to the requirements of the programme. Typically there will be four defined periods of work each year, managing the installation and de-installation of each exhibition. During these weeks between exhibitions the Head Technician will typically work full time for a period of up to ten days. At other times throughout the year the post holder will be required to attend planning meetings with the Curator: Commissions and artists at times to be agreed with all parties.

## KEY DATES

For the remainder of 2018 the Head Technician will work on solo exhibitions by Paul Maheke, Banu Cennetoğlu and Lawrence Abu Hamdan. For 2019 the confirmed programme is four exhibitions by Ghislaine Leung, Mandy El-Sayegh, Ima-Abasi Okon and Sidsel Meineche Hansen.

The post-holder must be available for the following key periods: (exact days of work TBC)

Paul Maheke de-install / Banu Cennetoğlu install:

11 – 27 June 2018

*Exhibition opens Thursday 28 June 2018*

Banu Cennetoğlu de-install / Lawrence Abu Hamdan install:

28 August – 12 September 2018

*Exhibition opens Thursday 13 September 2018*

Lawrence Abu Hamdan de-install:

10 – 14 December 2018

Ghislaine Leung install:

7 – 23 January 2019

*Exhibition opens Thursday 24 January 2019*

Ghislaine Leung de-install / Mandy El-Sayegh install:

25 March – 10 April 2019

*Exhibition opens Thursday 11 April 2019*

## KEY TASKS

### Planning and production

- Attends planning meetings with the Curator: Commissions and artists, as required
- Works with the Curator: Commissions and Curatorial Assistant: Commissions to source, design and produce elements of the commissions/exhibitions
- Works with the Curator: Commissions and Curatorial Assistant: Commissions to assist with ordering and sourcing installation materials (including stocking of supplies such as paint, cables etc.)
- Assists the Curator: Commissions and Curatorial Assistant: Commissions with the preparation and maintenance of all necessary equipment

### Exhibition installation / de-installation

- Manages installation and de-installation of exhibitions and, occasionally, offsite projects and events
- Recruits and schedules work for the team of freelance technicians, in consultation with the Curator: Commissions
- Overseeing technicians' daily tasks and manages their time
- Prepares the gallery space for exhibitions, including construction and painting of walls
- Oversees the loading, unloading and handling of art works, liaising with the Curator: Commissions.
- Assists the Curator: Commissions and Curatorial Assistant: Commissions in liaising with artists to organise the installation and production of new work and, occasionally, loaned art works.
- Liaises with the fundraising team to install limited edition artworks in the gallery's foyer

- Liaises with the Deputy Director on exhibition Health & Safety issues, maintaining a Health & Safety conscious environment throughout installations and ensuring that all access requirements and security provisions are in place.

### **General maintenance**

- Assists the Deputy Director to ensure that building Health & Safety standards are met, paying particular attention to the gallery, workshop facilities, tools and storeroom.
- Conducts routine upkeep and maintenance across the building, including the gallery, studio, workshop facilities, tools and storeroom.

### **Finance**

- Works closely with the Curator: Commissions to ensure that spending remains in line with exhibition budgets

### **Other**

- Assists when necessary with the set-up of events and gallery hires in the building

## **CONDITIONS**

- Freelance contract
- Hours variable, approximately 8 – 15 days per quarter (Chisenhale Gallery's standard working hours are Mondays – Fridays, 10am – 6pm)
- Fee: £21 per hour
- Probation period: 3 months
- Notice period: 2 months in writing on either side

### **In addition, the benefits you are eligible to receive are:**

- Training opportunities
- Use of the Gallery's ICOM membership card, providing free entry to a range of arts organisations across the UK and internationally
- Discounts on Chisenhale Gallery limited edition prints and publications

## PERSON SPECIFICATION

### Essential skills and attributes

- At least three years' experience in a relevant role
- An experienced leader, with the ability to motivate and manage a team
- Experience of working directly with artists
- Experience of installing and fabricating artwork in a public or commercial gallery, or museum
- Experience of art handling
- Basic carpentry skills and knowledge of hand tools, power tools, basic electrical wiring and lighting, paints and adhesives, and associated safety practices
- Good understanding of audio-video equipment, with the ability to learn new skills in regards to operating and maintaining specialist A/V systems
- Ability to work in a fast-paced environment, able to analyse situations and respond quickly to deliver effective solutions
- Knowledge of current health and safety legislation
- Ability to communicate effectively and to establish and maintain effective working relationships with colleagues
- Ability to manage multiple priorities and work calmly under pressure, to strict deadlines and budgets
- Highly accurate and precise in carrying out any task
- Ability to commit to the role and show reliability and punctuality
- Excellent time management, planning and coordination skills
- A good team worker, pro-active and independent, with a friendly manner

### Desirable skills and attributes

- A commitment to contemporary visual art and demonstrable knowledge of arts organisations, both national and international
- Good IT skills with a working knowledge of Sketch-up and Adobe software

*Chisenhale Gallery is committed to equal opportunities. We welcome applications from candidates of all backgrounds and are committed to building a diverse workforce. We particularly encourage applications from candidates from BAME backgrounds, who are currently under-represented within the visual arts.*

## CHISENHALE GALLERY: OVERVIEW

Chisenhale Gallery commissions and produces contemporary art, supporting international and UK-based artists to pursue new directions and make their most ambitious work to date. For audiences, the gallery provides opportunities to experience this process of art production through participation and critical reflection.

Chisenhale Gallery has an award winning, 35-year history as one of London's most innovative forums for contemporary art. With a reputation for identifying new talent, the gallery is committed to engaging diverse audiences with a focus on young people. Chisenhale Gallery operates as a production agency, exhibition hall, research centre and community resource.

Chisenhale Gallery is located on Chisenhale Road, a residential street in the heart of London's East End. Chisenhale Gallery was founded by artists in the early 1980s in a former veneer factory and brewery building. Since then the building has been home to Chisenhale Gallery and our neighbours Chisenhale Dance Space and Chisenhale Studios.

Early exhibitions at Chisenhale Gallery included solo presentations by Chisenhale Studios artists and group shows including *Ruins of Glamour* and *Beyond Structure*, as well as *Essential Black Art*, which featured artists Rasheed Araeen, Sonia Boyce, Lubaina Himid and Mona Hatoum, among others. In the 1990s, the gallery produced first solo exhibitions in the UK with artists such as Rachel Whiteread, Cornelia Parker, Pipilotti Rist, Gillian Wearing, Wolfgang Tillmans and Thomas Hirschhorn. More recently, the gallery has commissioned new works by Hito Steyerl, Lynette Yiadom-Boakye, Ed Atkins, Helen Marten, Camille Henrot, Jumana Manna, Maria Eichhorn, Yuri Pattison, Luke Willis Thompson and Hannah Black

Building on this rich history, the gallery continues to place artists at the centre of all activities. The 2018 commissions programme comprises four new exhibitions by Lydia Ourahmane, Paul Maheke, Banu Cennetoğlu and Lawrence Abu Hamdan. Working with video, performance, sound and installation these artists explore how history is constructed in order to examine the production, distribution and consumption of knowledge. Their work also addresses the emotional and political charge of material and place, raising complex questions about the effects of geographic borders on bodies and how systems of governance influence everyday experience.

The commissions programme for 2019 comprises four exhibitions by Ghislaine Leung, Mandy El-Sayegh, Ima-Abasi Okon and Sidsel Meineche Hansen. Chisenhale Gallery is also pleased to announce a major new film commission with Imran Perretta, co-commissioned with Spike Island, Bristol, and the Whitworth, The University of Manchester to be presented at the partner venues across 2019-20.

As part of the commissioning process, discursive events are programmed in collaboration with each artist, and contribute to the organisation's *Engagement Programme* of public talks and events held at the gallery and offsite. The *Engagement Programme* also encompasses partnerships with schools, higher education institutions and local community organisations.

Chisenhale Gallery is a registered charity and part of Arts Council England's National Portfolio. The gallery fundraises for the artistic programme in its entirety through trusts, foundations and individual donations. All of our exhibitions and the majority of events are free.

The Director takes overall responsibility for Chisenhale Gallery's management and artistic programme and leads a team comprising the Deputy Director, Curator: Commissions, Curator: Engagement, Development Manager, Development Coordinator, Development and Operations Assistant, freelance Bookkeeper, Curatorial Assistants (Trainees), Front of House and Events Staff, and freelance Technicians.

For more information please visit [www.chisenhale.org.uk](http://www.chisenhale.org.uk).

## **MEDIA, ARTIST AND AUDIENCE REACTION**

*“The seeding ground of bright young artists”*

*“Chisenhale Gallery is a space that allows an artist to go to another level of their practice or step out of it and renew it”*

*“One of the best public institutions in the UK... Diverse and thought provoking, the programme impacts what is read, discussed and shown more broadly”*

1. Charlotte Higgins, *The Guardian*, November 2016
2. Camille Henrot, Artist and former Chisenhale Gallery programme participant
3. Visitor Feedback, 2017