

Head of Prop Making (Full Time)

Job Description

Overview

We are seeking a Head of Prop Making to join our team. This role is part of a team of full-time and part-time staff that are responsible for the teaching and delivery of technical courses and the smooth running of The Lir Academy's resources

The Lir Academy is the National Academy of Dramatic Art at Trinity College Dublin. Our aim is to train young stage managers, theatre technicians, actors, designers, directors, and playwrights to the highest international standards for careers in the theatre and allied professions.

Training at the Lir is significantly practise based and to facilitate this we produce 10 plays and 2 films with the undergraduate technical students and final year acting students each year. Alongside this there is the delivery of classes and technical support provided to the internal acting projects and external collaborations.

Role summary

The Lir is looking for someone with commitment and passion for educating students in theatre and the broader world of entertainment. The Head of Prop Making will deliver training and mentoring to technical students, oversee students work on Lir productions. Work on Lir productions and be part of the venue technical team.

Main duties and responsibilities

Prop Making

- Train and mentor technical students in prop making and related skills.
- Lead classes on relevant topics.
- Provide hands-on ongoing tuition to students on prop making projects as part of their training.
- Provide hands-on ongoing tuition to students in the lead up to, run of, and get out for Lir productions.

- Liaise with designers and the production manager to ensure the smooth running and delivery of shows.
- Give accurate costings of costs and manage the ordering of materials within schedule and budget.
- Oversee the upkeep and maintenance of the workshop and the associated technical equipment.
- Work on Lir productions as the need arises.
- Deliver training to other students of The Lir.
- Based on successful candidates' individual strengths there will be opportunities to work within other technical departments.

Other responsibilities

- Be a part of the SMTT (Stage Management and Technical Theatre) training team and contribute to the development and delivery of technical training to an international standard.
- Ensure that The Lir is a safe working environment and that the Lir's health & safety policies are followed.
- Other duties as required by the Director of Technical Training.

Person specification qualifications, knowledge, and experience

The following attributes, experience and qualifications are desirable, but not all are essential:

Qualifications, Knowledge & Experience

- An aptitude and enjoyment of teaching is essential.
- Extensive experience working in a prop making environment is regarded as essential.
- Extensive experience in prop making is regarded as essential.
- Successful experience in carpentry is considered an advantage.
- Successful experience in dealing with designers is an advantage.
- Previous teaching experience is an advantage.
- Good basic computer skills.

Competencies

- Strong ability to organise and manage a workspace and workshop.

- Work effectively under time pressures and on your own initiative.
- Have the ability to forward plan.
- Strong communication skills.
- Work well within a team environment.
- Demonstrate a commitment to The Lir Academy and its values and goals.

Salary Scale:

€35,000 per annum.

Terms and conditions of employment

- Based on a 35-hour week and time off in lieu is offered for hours worked during the busy periods where staff are expected on long days or weekends.
- The position is offered as a one-year contract with a 6-month probationary period. The working days are Monday to Friday and may include some weekends.
- The Head of Prop Making will report directly to the Director of Technical Training.

Application details

[Interested candidates should submit a letter of application and a full CV to recruitment@thelir.ie](mailto:recruitment@thelir.ie)

Application timeline:

Closing date for receipt of applications: **Sunday 6 November 2022**

Interviews will be held in Dublin, the weeks commencing of the 14 and 21 November 2022
Preferred starting date is Monday 12 December 2022.

Selection methods:

Short-listing of candidates will be based on their experience, the information contained in their CV and covering letter.

[Further information: recruitment@thelir.ie](mailto:recruitment@thelir.ie)

About The Lir Academy

The Lir National Academy of Dramatic Art at Trinity College Dublin was established because of a recognised need for an academy of excellence within the island of Ireland

The Lir Academy was established in 2011 to satisfy identified needs within the theatre, TV, and film industries. Offering a range of undergraduate, postgraduate, and short courses, The Lir Academy is successfully supplying the theatre, film, TV, and related industries with students who have been trained to the highest standards possible. All training from introductory level to degree level is taught by industry professionals who take immense pride in teaching their craft. Voice and movement training are core elements to the acting degree and are short courses on offer to established actors who are interested in improving their skills and to actors in training. Technical courses range from introductory courses in lighting, sound, stage management and costume, to the three-year bachelor's degree in Stage Management and Technical Theatre (SMTT).

The Lir Academy is synonymous with professional training in acting, voice, movement, stage management, stage construction, scenic art, lighting, sound, costume, playwriting, theatre directing and stage design.

The Lir Academy is housed in a custom-designed building with facilities catering to the range of training on offer and was founded through the generosity of the Cathal Ryan Trust working with Trinity college Dublin.

[More about The Lir Academy](#)