

Job Advertisement

Lighting Supervisor



An Initiative of
Sutherland
Shire Council



Position:	Lighting Supervisor
Location:	The Pavilion Performing Arts Centre, 30 Eton Street, Sutherland, NSW, 2232
Hours:	Full-Time Position – 35 Hours per week Due to the nature of the role, evening and weekend work form part of the ordinary hours of this role and are rostered subject to business needs.
Reports to:	Technical Operations Manager
Probation:	3 months

ABOUT THE PAVILION

Opening its doors in late January 2023 after a \$42M capital investment by Sutherland Shire Council, The Pavilion Performing Arts Centre is the premier performance venue in the south of Sydney.

Built on the site of the Sutherland Entertainment Centre, the all-new Pavilion boasts a brand new 686-seat theatre, a full fly-tower, workshop spaces, a stunning new entry forecourt and foyer with enhanced accessibility, private entertaining areas and a terrace bar overlooking the adjacent Peace Park.

The Pavilion presents a broad range of performing arts events across the year - comedy, musicals, theatre, music and family programming - both self-produced and by commercial and community hirers. The Pavilion also operates the boutique 160-seat Sutherland Arts Theatre located nearby on East Parade.

POSITION OVERVIEW

The Lighting Supervisor operates, programs, and maintains lighting systems for events at The Pavilion and Sutherland Arts Theatre, ensuring high technical standards and equipment functionality for both incoming and in-house productions.

Working closely with the technical team, they help plan, configure, and deliver efficient lighting solutions. During hirer access, the Lighting Supervisor may act as Chief Warden or First Aid Officer, responding to workplace emergencies.

They also support the Technical Supervisor and Technical Operations Manager in ensuring safe, professional venue operations in line with all policies. The role includes maintaining WHS compliance and contributing to the development of technical equipment, documentation, and procedures.

KEY RESPONSIBILITIES

Lighting Operations & Maintenance

- Set up, operate and configure lighting systems for productions, including patch sheets and designs.
- Isolate and de-isolate the Fire Indicator Panel (FIP) for haze usage during events.
- Complete routine maintenance, testing and repairs of lighting equipment, including fault diagnosis and post-incident follow-up.
- Regularly test and report on the condition and functionality of the lighting system.

Leadership & Safety Oversight

- Professionally lead and mentor lighting teams to uphold high performance and safety standards.
- Contribute to toolbox talks and theatre inductions at the beginning of each workday.
- Act as Chief Warden & First Aid Officer and provide emergency response as required.
- Ensure all technical requirements for productions are delivered safely, always prioritising WHS.

Technical Administration & Venue Support

- Prepare clear documentation and plans to communicate with colleagues and venue users.
- Assist with Standard Operating Procedure (SOP) development and manage the test & tagging of company assets.
- Act as Back of House Manager as needed and support The Pavilion's customer service culture.
- Maintain clean, safe, and organised backstage and equipment storage areas.

ESSENTIAL SKILLS

Extensive Industry Experience & Technical Expertise

- 5+ years' experience in live theatre/entertainment (or tertiary qualification + 3 years post-grad), with advanced lighting operations and design skills.

Supervisory & Event Delivery Skills

- Proven ability to lead teams and deliver safe, effective events with strong WHS knowledge and on-the-ground leadership.

Systems & Equipment Proficiency

- Expertise in lighting consoles, dimmers, follow spots, paging/cue systems, intercoms, , audio and video signal transport systems, and IP networks.

Technical Documentation & Implementation

- Skilled in interpreting and producing accurate technical documents and specifications.

Collaborative Leadership

- Strong leadership, communication, and teamwork across technical and creative teams.

Physical Capability & Flexibility

- Physically capable, able to lift equipment, work at heights, and adapt to rotating/ad hoc shifts.

Problem Solving

- Proven ability to resolve technical issues and lead teams to efficient outcomes under pressure.

DESIRABLE SKILLS

Experienced in safe, efficient use of counterweight and automated fly systems. Proficient with Fire Indicator Panels (FIP) and smoke isolation procedures. Skilled in projector focusing, masking, and QLab programming for cue-based playback.

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QUALIFICATIONS/CERTIFICATIONS

- Working with Children Check for paid employment
- First Aid & CPR Certificates
- Elevated Work Platform (Yellow Card)
- Test & Tag competency
- Possession of a Construction Induction Card (White Card) is desirable.

PERFORMANCE GOALS

- Deliver safe and timely lighting operations for all events, with full compliance to WHS and FIP isolation procedures.
- Complete all scheduled lighting equipment maintenance and test & tag documentation by set deadlines, maintaining backstage areas to venue standards.
- Actively participate in or lead at least one team training or professional development activity per quarter.
- Provide high-quality internal and external service, responding promptly to emergencies and achieving consistent positive feedback from hirers.

HOW TO APPLY

To apply for this position, please email recruitment@thepavilionarts.au with the following:

- Email Application Title: Lighting Supervisor – YOUR NAME
- Please include your current resumé or CV.
- Please include a one-page cover letter that addresses the role requirements, as well as your skills and attributes that make you a strong fit for the position. In addition, we encourage you to highlight notable achievements from similar roles.