



ST. BEDE'S
COLLEGE
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St. Bede's College

Candidate Information Pack

Stage Manager & Performing Arts Technician

Application Deadline: 6th February 2026

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We are a community of believers who aspire to provide the students in our care with an education of excellence rooted in and sustained by our shared commitment to the life and teachings of Jesus Christ, knowing that we are created by Him and inspired by truth, committed to ourselves and to each other, grateful to our families and in awe of the world around us.

Through the values, with which Cardinal Vaughan opened the doors of the school 150 years ago, we recognise that every member is equal in the eyes of God and worthy of respect. Like him, we continue to pursue academic excellence, civilised standards of behaviour and an awareness of traditional family values underpinned by the Gospel message and the teachings of the Catholic Church.

MISSION STATEMENT

NUNQUAM OTIO TOR

Welcome from the Headteacher



St Bede's is a unique place, where young people are nurtured and supported in order to flourish and reach their full potential. The College is extremely proud of its Catholic heritage. It has been educating young people with respect, dignity and compassion for over 140 years and it is through our dedicated staff that this is possible.

Thank you for taking the time to consider St Bede's. Throughout our history, the College has encouraged its pupils to be confident and successful whilst modest young people, able to make the right decisions when the moments arise. Our core values remain unchanged – the timeless Catholic qualities of humanity, compassion and empathy for others, and we look forward to welcoming colleagues who share them.

Mrs Maria Kemp
Headteacher



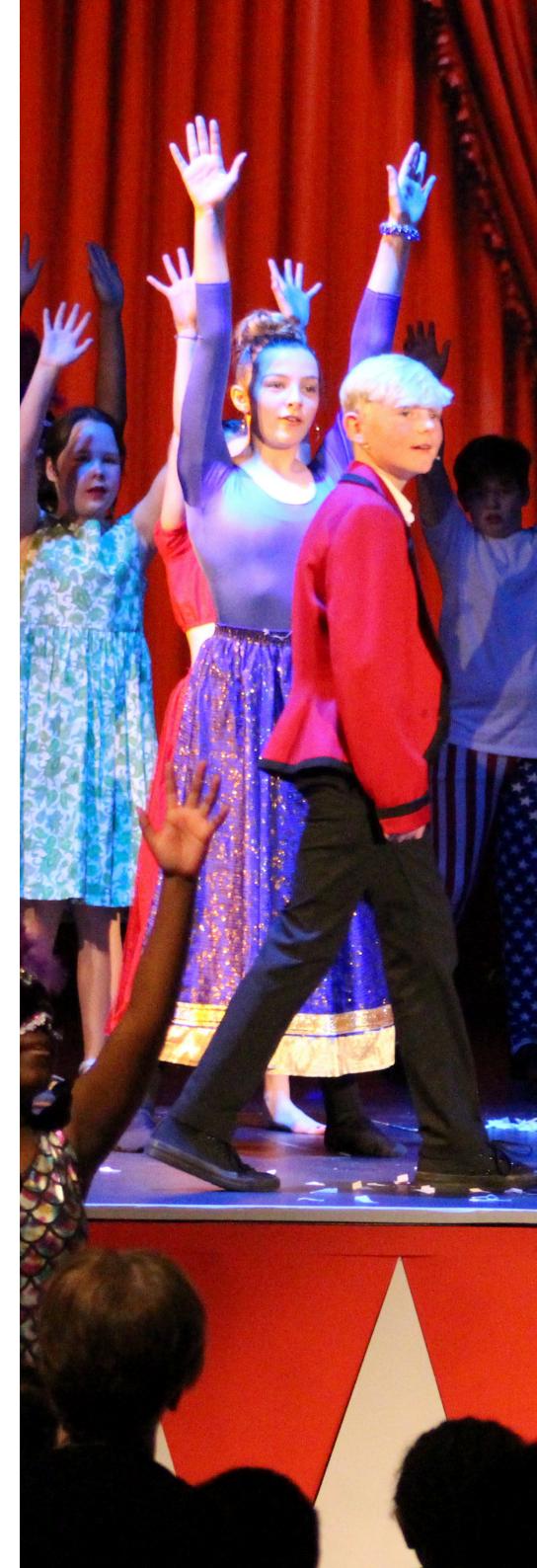
Welcome from Head of Prep



I am delighted you are considering working at St Bede's College, of which the Prep school is an integral part. From the Early Years Foundation Stage through to the end of a child's primary journey in Prep 6, our curriculum is bright, pacy, engaging and varied. Highly qualified and specialist teachers, together with small class sizes provide the best possible education for each and every child in the Prep.

Our approach to education stems from our deep Catholic roots and is a combination of high academic standards and a commitment to the moral and spiritual development of each child. Happy children are those who feel valued, whose strengths and individual achievements are celebrated. The Prep is an ideal place for children to develop a life-long love of learning where curiosity thrives in our vibrant and forward thinking environment in which to grow and learn.

Mrs Claire Hunt



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While I definitely benefited academically, the most valuable thing I got from my time at St Bede's is the friends and family that I have still - twenty years after leaving. The biggest endorsement I can give is that I send my own children there, hoping they will have the same positive experience.

John Boylan
Old Bedian (1994-2001)

Welcome to St. Bede's College

A Catholic HMC Independent College for boys and girls aged 3-18

On 7 January 1876, Cardinal Vaughan opened the doors of St Bede's College in Manchester. The thirst for knowledge and search for truth that characterised the life of St Bede was the founding idea of a college designed to foster in its pupils a love of learning. Almost a century and a half later, the school remains faithful to that founding idea: its aim is for students to reach their full potential and become true leaders capable of building a better world.

Christ remains at the centre and heart of the school, and pupils are seen as the children of God they are, regardless of their background or their own faith journey.

St. Bede's College strives to work in partnership with parents in order to become a centre where they can find all the support, service and advice they need. The College has a rich life, full of opportunities accessed through the house system, co-curricular activities and the students' own initiatives, all of which contribute to the positive growth mindset transmitted by its founder. While excellent teaching and small class sizes contribute to its students' academic success, St Bede's is equally committed to holistic education, allowing children to shape their future in accordance with their uniqueness.



Stage Manager & Performing Arts Technician

Performing Arts Technician Department Overview

DEPARTMENT
Performing Arts

DIRECTLY RESPONSIBLE TO
Director of Drama

COMMENCING
April 2026

The Performing Arts department at St Bede's College covers the three subject areas of Drama, Dance and Music.

The Department currently consists of four teachers, two of whom teach Drama, one teacher of Dance, and one of Music.

We are a friendly and collaborative team that works cohesively and supports one another to bring dance, music and performance to Bede's.

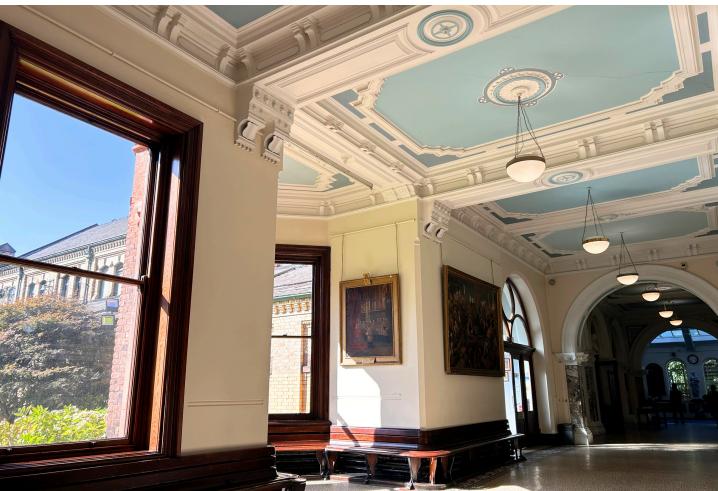
Join our dynamic Performing Arts Department, a vibrant hub of creativity and innovation, where storytelling comes to life through both contemporary and classic performances. Each year, our department dazzles audiences with a spectacular musical production that showcases the incredible talents of our students and staff. Additionally, we bring the timeless works of Shakespeare to the great outdoors with our much-anticipated "Shakespeare on the Lawn" event, offering a unique and engaging theatrical experience.



Stage Manager and Performing Arts Technician

Purpose of the Post

The successful candidate will manage all aspects of school theatre operations including lighting, sound, rigging, set building, scheduling and health & safety. You will also play a vital role in supporting performances, school productions, student clubs and community events. St Bede's College takes great pride in its productions and gives students the best opportunities to perform on and off the stage. Production types range from plays and musicals to concerts and House events which happen at a level unrivalled by many other independent schools. We are seeking to recruit an experienced Theatre Technician, providing the technical support for Performing Arts and the wider school events. The successful candidate will be responsible to the Director of Performing Arts and will work alongside Music, Drama and Dance staff, working as Stage Manager when required.



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We came to visit the school on an Open Day and your students took us around on a tour of the school. As they were talking to us and showing us around the different departments, we really got to know them and we thought we would like our child to be like them.

St. Bede's Parents

Safeguarding Duties

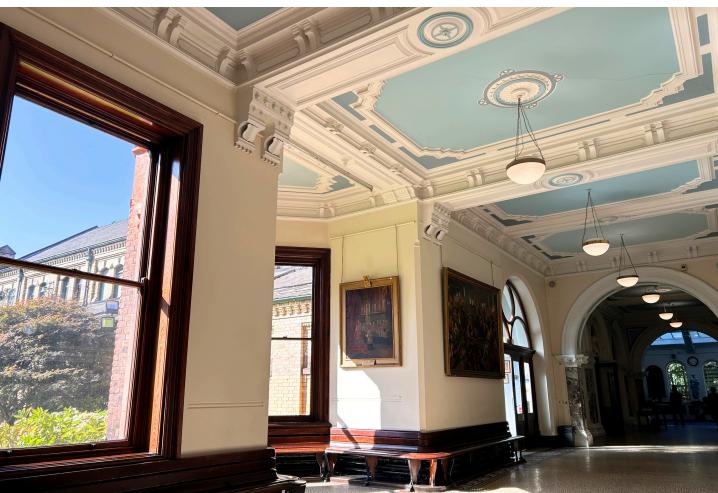
Every pupil should feel safe and protected from any form of abuse. St Bede's College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Adults in our school take all welfare concerns seriously and encourage children and young people to talk to us about anything that worries them. We will always act in the best interest of the child.

All staff have a responsibility for safeguarding and undertake regular training and updates, beyond statutory requirements. All members of the pastoral team undertake full DSL training and are led by an Assistant Head in charge of Safeguarding.

Shortlisted candidates will need to disclose relevant criminal history. This post is exempt from the ROA 1974 and, therefore, the successful candidate will have to have an enhanced DBS and barred list check.

References will be sought from all shortlisted candidates.

All child protection policies can be found [here](#).



Stage Manager and Performing Arts Technician

Main duties and responsibilities

- Provide support for school productions by delivering elements of set, stage lighting, live sound reinforcement, special effects and video projections.
- Manage theatrical equipment for productions; supervising storage and maintenance between events and organising repairs / replacements as required.
- Provide support for school activities around campus.
- Have the ability to work with groups of students on their drama / music exam projects, advising and providing technical support when needed. Train and supervise students in operating equipment / carrying out their roles on productions.
- An understanding of scenic construction and the initiative to support productions with that knowledge.
- To have responsibility towards Health and Safety relative to their own working practices, stage construction and technical activates. Ensuring performance areas are tidy and safe to use.
- Take responsibility for applying a compliant data protection approach across all activities which involve personal data or data processing, in line with the School's Data Protection, Information Security and IT Acceptable Use policies
- To undertake any other duties as specified by the Director of Performing Arts.

Stage Manager and Performing Arts Technician Additional duties and responsibilities

- To make a positive contribution to the Catholic ethos of the College
- Sharing in and promoting our high expectations of student progress and independence
- To have due regard for safeguarding and the well-being of all students and staff, following the College Safeguarding Policy
- Dealing with any immediate problems or emergencies according to the College's policies and procedures
- Demonstration of an active commitment to continuing professional development

Stage Manager and Performing Arts Technician Personal Profile

Essential skills and qualifications

- Background in the theatrical world, good communication and organisational skills.
- Knowledge, skills and experience in sound operation and lighting design using ETC and Allen and Heath products.
- A good understanding of most areas of technical theatre and stage management
- Appropriate knowledge of calibrating and tuning PA systems to different venues.
- Good knowledge of microphone selection and placement appropriate to recording or reinforcement situations.
- Experience working in live sound environments with music and theatre including design, rigging, programming and operation of PA systems.
- The ability to work independently and take initiative
- Good communication and organisational skills
- A-Level or equivalent education with A*-C grades.
- Must be physically capable of performing the required duties of the post and be comfortable working at height.
- Be punctual and good at managing own workload, varying hours as needed.
- Keep up to date with technological developments in the live industry sectors, attending seminars and conferences.
- Networking with other schools and theatre professionals. Desirable skills and qualifications
- Knowledge, skills and experience of AV networking and data distribution.
- Electronic principles to assist with maintenance
- University or equivalent education
- Ipat 1b certification.
- First Aid training. Experience of working in an education environment.
- Experience of set design and construction
- Evidence of the above via portfolio

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Our vision is to see our pupils grow as true leaders in the 21st century; we believe that character development will help them to achieve their potential, lead responsibly and build a better world.

Mrs Maria Kemp
Headteacher

How to apply

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

SALARY: £29,230.14

The Director of Performing Arts, Mr Jonathan Dickson, would be happy to talk to any interested applicant and answer any queries. He can be contacted by email in the first instance at jdickson@sbcm.co.uk.

**CLOSING DATE
FOR APPLICATIONS:
9am 6th February 2026**

**INTERVIEWS WILL
TAKE PLACE ON:
Week beginning 9th
February 2026**

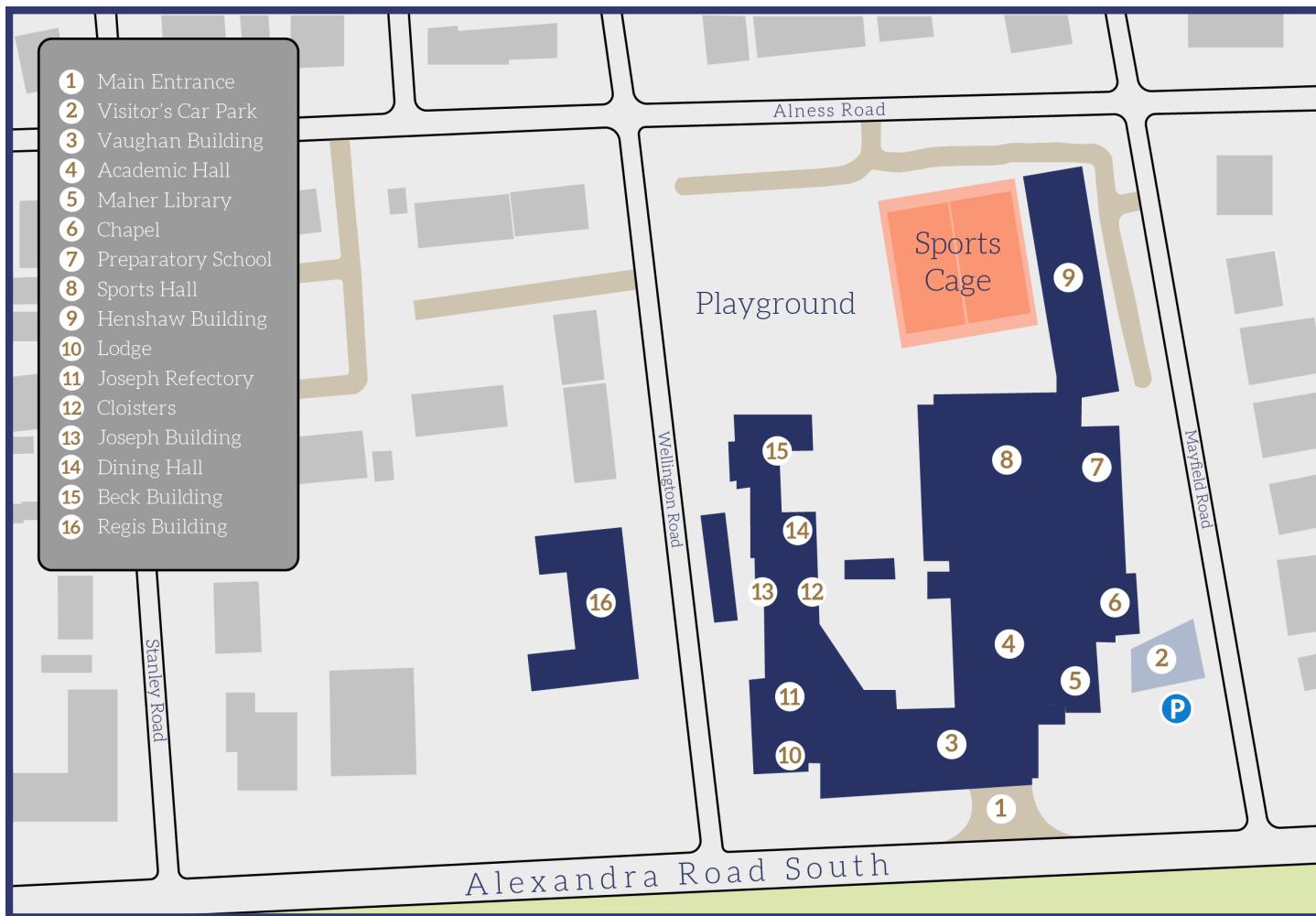
We welcome applications from those who wish to apply for the position to do so through the TES advertisement. Any queries or concerns with this can be directed to the Headteacher's PA Mrs McGoff at bmcgoff@sbcm.co.uk.

The application form must be completed in full, including:

- Full education and/or employment history from the age of 16, with any gaps explained.
- Contact details from two referees, one of whom must be from the candidate's most recent employer, and one of whom must be from the most recent time the candidate worked with children (if applicable).
- Please indicate on the form where a referee may or may not be contacted prior to an interview, and be prepared to offer an alternative contact if required.



Map of the School



Senior Leadership Team





ST. BEDE'S
COLLEGE
1876

Postal Address:

St. Bede's College, Alexandra Park, Manchester M16 8HX

Website

www.sbcm.co.uk

Phone

College t. 0161 226 3323

Prep t. 0161 226 7156