

Technician

25 hours, flexible work hours, start date 01/10/2025

Fixed-term contract: 12 months (possibility of renewal)

6 months test period

£ 1673.72

Based in Edinburgh

French Institute in Scotland

West Parliament Square

Edinburgh EH1 1RN

This role involves working in close cooperation with the whole team of the French Institute in Scotland in Edinburgh (12 permanent team members), to plan, design and oversee a wide variety of events and activities from a technical perspective.

The French Institute in Scotland has been a well-known Edinburgh cultural institution since 1946. **The Scottish outpost of the French Embassy** in the United Kingdom, it offers and promotes French language learning and French cultural events, nurtures Franco-Scottish partnerships and aims at being an open and stimulating meeting place for the French community, their friends and all those interested in French language and culture in every dimension.

The **key responsibilities of the technician** are as follows:

- To manage the institute's **technical facilities** (stage, light and sound systems, video and audio recording, video projection), their maintenance, training for their use;
 - Lighting system includes: 2x Chauvet Ovation E910-FC; 6x Chauvet COLOrado 1-Quad Zoom; ETC Coloursource 20; DMX lines distributed across truss;
 - Sound system includes: 2x LD Systems Stinger 12 G3s 12" Mid/Tops suspended from truss; 1x JBL JRX 218S 18" Subwoofer; 2x EM Acoustics EMS 81X wedges; 1x Bose L1 Compact; Soundcraft Ui24R Stage Box and Digital Mixer; Denon DN-312X 12 Channel Line Mixer QSC ISA 300Ti Amplifier; Yamaha EMX 2000 Powered Mixer Steinberg UR816C Interface.
Mic List: 2x Shure SM57; 2x Shure SM58; 1x Shure Beta 58A; 1x AKG D330BT; 2x Wireless Shure SM58
 - Projector: Benq W2000 projector suspended from truss, 1x ATEM Mini Pro.
 - Video and audio recording: Lumix GM7
- Stage management during events and shows, as well as preparation which includes liaising with artists to prepare for their technical requirements;
- To manage the public spaces on offer at the institute (pre-visits for artists, layout design and organization, room preparation and tidy up, design and implementation of safe and practical storage for all pieces of equipment and furniture), participation in the design and implementation of the building's maintenance strategy
- Supporting from a technical point of view the cultural officer for the **programming of cultural activities** (music, theatre, cinema, visual arts);
- The successful candidate will be expected to work on a variety of events: cinema projections, concerts, talks, shows, exhibitions...

Working conditions involve:

- Respect for health and safety rules and requirements
- Being able to carry reasonable weights and safely work at a height of about 5m with appropriate equipment and safely use classic DIY tools
- Working some evenings and weekends

The following form highlights the minimum level of expertise expected or required from potential candidates in a variety of competences that are deemed potentially or critically useful for the role of technical assistant.

competence		confirmed experience and total autonomy	previous experience and knowledge	vague apprehension
communication	Video and graphic design		*	
	web design			*
	public relations			*
	protocol / VIP		*	
	English written language	*		
	English spoken language	*		
technical	stage management	*		
	lighting system	*		
	sound system	*		
	video recording and editing	*		
	general logistics	*		
cultural	Scottish cultural life and institutions		*	
	British cultural life and institutions		*	
	French cultural life and institutions			*

Please note that only applications from people who already have the right to work in the United Kingdom will be considered.

Deadline: Thursday 11 September 2025

If you are interested in this role please send your CV attached to a short email stressing your areas of expertise (based on the above chart), experience and interests.

Contact: culture.ifecosse@institut-francais.org.uk and
stephane.pailler@diplomatie.gouv.fr