

# TESTBED

## COME WORK WITH US

We are really excited that *In Pursuit of Repetitive Beats* is an interactive virtual reality experience by award-winning filmmaker Darren Emerson will be coming to Leeds this August.

The immersive installation takes audiences on a journey into the past. Bringing to life a revolution in music and society.

We are

inviting audiences to go in search of an illegal rave, one night in Coventry in 1989. From poster-strewn bedrooms to pirate radio stations, police headquarters to secret warehouses, visitors will step-into the shoes of rave culture pioneers as they go in search of the party in this interactive VR experience.

This is a unique experience that enables participants to feel the trepidation, excitement and euphoria that was acid house.

We are looking to create a team to be involved in this amazing project. The team consists of a Duty Manager, Visitor hosts and Tech managers who will work together to ensure the smooth running of the experience.

## ABOUT THE EXPERIENCE:

Visitors can book tickets in groups of up-to 4 people at a time, every 45 minutes. On arrival, visitors will be met by Experience Hosts and taken through a lightly scripted “onboarding” process that includes welcoming visitors, answering questions, giving a short briefing about the experience, supporting visitors to put on VR headsets and feel comfortable about the experience, overseeing visitors during their experience, and guiding them through the exhibition spaces.

From the moment that guests arrive, to the end of the experience we want them to have the best time possible, and that is where you come in..



Working on *In Pursuit of Repetitive Beats* offers a unique opportunity to develop both technical and interpersonal skills, while gaining valuable hands-on experience with cutting-edge immersive technologies. Whether you're passionate about storytelling, interactive design, or emerging tech, this project provides a dynamic environment to grow professionally and creatively. Take a look at job roles to find out how you can become part of the team.

## **DUTY MANAGER**

Testbed is looking to appoint a Duty Manager to oversee day-to-day running of our immersive exhibition and VR experience, including managing a team of Experience Hosts who will welcome and supervise ticketed visitors to the exhibition and thorough the experience.

**DATES:** The project is open to the public from **15th August - 17th September** and training sessions will be held on **11th - 12th August and press day on 13th August**. You must be available for the training sessions and throughout the period on a full-time or part-time basis.

**THE ROLE:** Key responsibilities include:

- Review and input into safety documentation including Risk Assessment and Event Safety Plan
- Work closely with Production to comply with H&S regulations and premises licences.
- Maintain daily schedules including cleaning, maintenance and staffing
- Responsible for coordinating safety, security, and facilities support to ensure a safe and enjoyable experience for ticket holders each day
- In the event of an emergency, take responsibility for all visitors, staff and volunteers on site and make the decision to close installations/ exhibition spaces and evacuate, as necessary
- Be vigilant, identify safety, security, venue, and general issues. Ensuring these are addressed by reporting and working with the appropriate contractors or colleagues. All issues should be resolved as soon as possible or by the close of the working day
- Proactively report and log site maintenance and technical issues
- Implement an open/ close procedure for all exhibition and installation spaces at the start and end of each day including key holding responsibilities
- Ensuring day to day compliance with the Event Safety Management Plan
- Be the first point of contact for all visitors, staff and contractors on site and liaise with stakeholders as required; including venue management, Council, and members of the public

- Line management of a team of Experience Hosts and Technicians
- Actively engage with the organisation's vision and mission and strategies regarding artistic ambition, equal opportunities, diversity and accessibility, participation and engagement, environment and sustainability and evaluation and monitoring
- To be aware of, and undertake to comply with and to help develop, policies and procedures including, but not limited to, GDPR, Health and Safety, Safeguarding and Diversity and Equality and Inclusion Policies
- Ideally First Aid at Work and Fire Marshal trained or willing to undergo training

**PERSON SPECIFICATION:**

- Significant experience of venue or event management
- Experience implementation staffing plans
- Ability to make timely decisions, identify and resolve problems effectively
- Proven ability to manage a team of exhibition or event staff and multiple event contractors
- Flexible approach to working hours, comfortable with day, evening, weekend and bank holiday working hours
- First Aid at Work certificate
- Experienced in customer service in an event or exhibition setting
- To be based in, or able to move within commuting distance of Testbed, 110 Hunslet Ln, Leeds LS10 1ES

**RATES: £18/hr**

## **VISITOR HOSTS**

Testbed is looking to appoint Visitor Hosts to oversee day-to-day running of our immersive exhibition and VR experience.

**DATES:** The project is open to the public from **15th August - 17th September** and training sessions will be held on **11th - 12th August and press day on 13th August**. You must be available for the training sessions and throughout the period on a full-time or part-time basis.

### **THE ROLE:**

A personable individual, confident and experienced in customer service related roles is required. An interest in experiential events and/ or VR Technology is beneficial. Must be over the age of 18.

Rooted in customer service and experience, the fundamental role is to assist attendees and facilitate their understanding of the experience by providing relevant information. Including inductions to ticket holders regarding the VR technology, the content of the experience (being informed and enthusiastic), and a safety briefing upon arrival. Whilst also being on hand to advise on the location of facilities, to ensure a safe and enjoyable event for all visitors which meets the artistic intentions of the experience.

Each Host will be briefed by the Duty Manager on the layout of the floor space, venue operating procedures and training will be provided as to the operating procedure of the VR headsets and ticket holder inductions.

As a Host, you will be required to check patrons' tickets, direct audiences, and provide guests with information such as event details and the location of the restrooms and refreshment areas.

Key responsibilities include:

- Welcoming guests
- Issuing inductions and safety briefings to ticket holders

- Checking and scanning tickets
- Directing or orientating ticket holders as required and answer any questions they might have about the technology
- Assist audience members in finding the restrooms and other facilities
- Attending to audience members comfort and assisting them with any questions or concerns
- Monitoring the guests' activity to ensure the safety of the event and reporting any hazards to the Duty Manager.
- Enforcing event rules and relevant health and safety regulations.
- Ensuring that the event spaces and facilities are tidy and free of obstructions
- Following all emergency protocols and guiding audience members to the exits in an orderly manner.
- Fire Marshal Trained or willing to undergo the training course
- Daily sanitation of the headsets after each use in line with enhanced cleaning protocols
- Looking for hazards or technical faults and reporting these directly to the Duty Manager
- Assisting Headset users with orientation in the space if needed and as directed by the Duty Manager
- Cloakroom management and ticketing
- Overseeing/selling merchandise
- Assisting guests throughout their journey from arrival to departure

#### **PERSON SPECIFICATION**

- Experience of working in customer facing roles, especially at events or in exhibition and gallery spaces, with a proactive approach to ensuring visitors have the best experience possible
- Keen interest in VR and immersive technology is a benefit but not essential – all necessary training will be provided
- Flexible approach to working hours, comfortable with day, evening, weekend and bank holiday working hours
- Fire Marshal Trained or willing to undergo the training course
- To be based in, or able to move within commuting distance of Testbed, 110 Hunslet Ln, Leeds LS10 1ES

**RATES: £13/hr**

## **TECH MANAGERS**

Testbed is looking to appoint a team of tech managers to work on our immersive experience. The role of tech manager is pivotal to the delivery of a positive visitor experience.

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### **THE ROLE:**

This role involves daily switch on or shut down of the installation ensuring that it is safe and technically operational. A professional, methodical and calm approach is vital. Tech managers will report to Duty Manager.

Key responsibilities include:

- To provide on-site technical support for In Pursuit of Repetitive Beats in conjunction with support staff remotely.
- To open up the installation each day (as scheduled), ensuring that the virtual reality film is running on all VR headsets and other installation technical elements, such as lighting and sound, are switched on and off at the start and end of each day.
- To ensure each day that all installation elements are running correctly and to troubleshoot, where possible, any audio-visual setups and software related issues immediately.
- Installation elements will be set up and instructions and training will be provided with the process for setting up/shutting down each day but this is to include:
  - Sound/speaker system controlled via Qlab on a computer
  - One projector controlled via Qlab on a computer
  - Theatrical Lighting controlled via Qlab on a computer

- Phone booth switched on and connected to Internet controlled manually
- To ensure spare VR controllers, VR headsets and other batteries are on charge and swapped out regularly as agreed between sessions.
- General technical maintenance of the installation as required to include re-focussing the projector, swapping out cabling or lighting fixtures or bulbs as required.
- Swapping out and then troubleshooting of a VR headset if it is not working properly. (A troubleshooting document will be provided to assist with the usual steps to resolve common issues.)
- Resolving any technical issues in a calm, professional and methodical manner so as not to concern any audience members.
- Flag any technical issues or if any equipment is broken or spares need replacing to the Duty Manager for inclusion in their daily show reporting.
- Maintaining clear walkways free of drape and cables. Proactively tidying as required.
- To oversee the close down of In Pursuit of Repetitive Beats each evening, ensuring that full security measures have been undertaken as detailed in the Technical Handbook.
- To oversee the close down of installation each day (as scheduled), ensuring that the virtual reality control and all other installation technical elements are switched off and items on charge and locked away each day.
- To ensure that the In Pursuit of Repetitive Beats is safe at all times by being alert to and removing any hazards and being vigilant about health and safety considerations.
- For any major issues, to provide the first point of contact to the Production Manager.

## **PERSON SPECIFICATION**

- Experience of working in technical management role whether in theatre, production etc
- Interest and understanding of VR and immersive technology
- Flexible approach to working hours, comfortable with day, evening, weekend and bank holiday working hours
- Able to work well under pressure and to remain calm
- Confident in troubleshooting and problem solving on technical issues relating to VR kit
- Some customer facing experience preferred



- To be based in, or able to move within commuting distance of Testbed, 110 Hunslet Ln, Leeds LS10 1ES

**RATES: £19/hr**

## **DOES THIS SOUND LIKE YOU?**

If so, contact James Abbott-Donnelly - [hello@testbedleeds.com](mailto:hello@testbedleeds.com) to find out more.

To find out more about the venue - check out the website: [www.testbedleeds.com](http://www.testbedleeds.com)



**Over the past year, In Pursuit of Repetitive Beats has been on a national tour training and creating teams around the country... Here are some testimonials from past team members:**

*Being a visitor host for IPORB and onboarding audiences into the experience was smooth and streamlined. The training was really in depth, and accessible, and we were provided with handy videos to watch beforehand, covering every step of the way. Learning before the show runs meant that the whole team had plenty of time to practise and get used to the kit. Ultimately, I would see this role as more public facing than tech heavy, if you're good with people and communication (maybe with previous experience in retail or hospitality or service industries) then this would be perfect for you!*

*Working as a Duty Manager with the team was amazing, everything from the tech to the audience experience and onboarding was extremely well thought out and well tested. This made my job easy as I was able to execute each showing with the confidence that it would run like clockwork. I knew that there were step-by-step instructions for any deviations to the schedule whether it was a low headset battery or someone uncertain about using VR for the first time. Everyone had clear roles, and clear expectations which allowed the team to onboard the public smoothly and seamlessly.*

*With 'In Pursuit of Repetitive Beats', a clear amount of effort went into making the experience user-friendly, not just for the audience but for us as the tech team as well. The install team handled all of the more technical aspects and made everything super easy and accessible.*

**THANKS FOR YOUR INTEREST**



