



**Job title:** Tipi rigging crew lead

**Reporting to:** Tipi Unique event lead

**Role Purpose:** To erect and dismantle tipis and all associated furnishings for specific events under instruction from Tipi Unique's event lead.

#### Company description:

Established in 2014, Tipi Unique is an award winning event company based in Cheshire. We specialise in providing a wide range of Nordic tipis and bespoke built rustic furnishings that create breath-taking and completely extra-extraordinary client event spaces.

Our customers' continually commend us on our expert, professional, friendly and helpful approach - this is the Tipi Unique difference and what's earned us our outstanding 5-star trusted reputation.

Driven to exceed expectations, and for our clients to experience amazing - we'll always go the extra mile during the entirety of a customer's event planning - from initial contact through to the day after their events. We make sure all events are worry-free and certain to leave lifelong happy memories. Our success has been achieved together and through ace individuals believing in our vision and our fresh approach to events.

Our tipi rigging crew members are integral in delivering stand-out and memorable events. Tipi Unique crew, are all passionate, enthusiastic and hard-working. And moreso, they're distinguished by a sense of pride, focused on the details and with an unwavering 'can do' attitude. You'll join a dynamic team, of like-minded individuals that we promise is rewarding, fun to be a part of, and that importantly delivers time after time.

#### For the right candidates you can expect:

- Excellent rates of pay
- Development opportunities
- Extensive training
- Full time, fixed term 6-month contract (April - October)

#### What you can expect from this exciting opportunity (rigging crew):

- Enjoyable, physically demanding work in an outdoor environment - great for a summer sun-kissed look!
- Satisfaction and a sense of achievement from completing the erection/dismantle tipis, placement of furnishings and other event equipment at clients' special occasion and high-profile events
- Experience travel around the North West and beyond whilst delivering a variety of events at various locations
- Specialist training and acquisition of new skills - learned through direct supervision/shadowing of experienced crew members and via self-paced and ongoing updates from manufacturer's specifications/instruction manuals
- Confidence to rig tipis and safely assemble furnishings to the required standard - ensuring that all equipment poses no risks to users throughout the duration of their events
- Understanding and increased awareness regarding safe unloading & loading equipment procedures at the warehouse/on site.
- Ability to plan, prepare and manage space/weights across vehicle fleet for different event requirements and equipment needs.
- Increased ability to effectively interpret and comprehend detailed event plans/requirements and specialist event instructions/site safety requirements where appropriate
- Awareness of electrical safety inc. electrical loads, safe practices, cable stowage/routing etc.
- Improved knowledge of maintenance, refurbishment and manufacturing techniques of all tipi/event-related equipment
- Opportunity to engage with Tipi Unique clients/customers and deliver an outstanding service/support meeting all their event needs
- Development opportunities to progress to other full time roles within the company





#### What you can expect from this exciting opportunity (crew lead):

- Overall responsibility for the seamless delivery of Tipi Unique's events executed to required standards
- Responsibility for management of vehicles/rigging crew whilst in transit and on route to events
- Driving responsibility for company trailers/other fleet vehicles inc. LGV as required per event
- Direct feed-in to Tipi Unique management regarding all aspects of operations such as health and safety, training requirements, staff performance, procedural review, equipment updates, client liaison, event alterations and more.
- Staff training and supervision on site ensuring rigging crews achieve all required build/de-rig times
- Client liaison with designated representatives to confirm all agreed event requirements
- Responsibility for measuring/marketing of approved tipi configurations and where required (based on external factors, client requests) implementing any changes to agreed plans (with focus on safety/fit for purpose for event needs)
- Driving quality standards to ensure all equipment is presented in the best condition inc. safety and cleanliness and located as planned
- Management of client handover that offers a comprehensive overview of the tipis, focusing on required safety briefings and essential checks throughout event duration
- Accountability for sign off on (prior to leaving warehouse) on specific event tipis/build plans and associated equipment inc. safe loading of all required items/tools etc.
- Provision of planned and emergency event support as required (inc. weekends/bank holidays)

#### Essential role-related knowledge skills and experience:

- A self-motivated individual that is willing to learn and keen to succeed
- To be reliable and punctual attending all shifts throughout the duration of the contract
- Able to follow written and verbal instructions
- Understanding of safe practices and a willingness to suggest improvements/provide feedback where appropriate
- Good team player
- Works well under pressure and to deadlines
- Performs well within fast-paced environments and can identify next/effective task sequences
- Recognises and supports individuals to correct/remedy any elements of the erection/assembly that are unsafe/incorrect
- Polite, courteous and personable, with a professional appearance and manner at all times
- Common sense approach to tasks in hand

#### Preferable role related knowledge skills and experience:

- Experience within the temporary structure industry
- Ability to utilise hand-held tools and machinery under supervision
- UK clean driving licence
- First aid trained
- Forklift driving experience
- BE driving licence
- Educated to college standard/equivalent

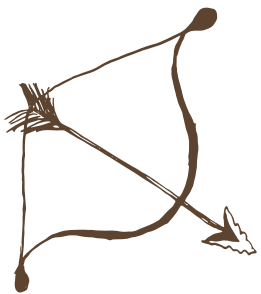
#### Working Hours:

Flexible hours based on tipi and furniture hire bookings. Availability to work weekends and bank holidays is an integral part of the job particularly during peak season (April to October).

This is not a typical 9-5 job. Early starts and long days are the norm during peak season (April-October). Remuneration and incentives are available to compensate for such occurrences.

#### Minimum requirements:

Must be aged 18 or over. Must be able to provide prior employment references upon request.





### Next steps:

So it's super talented, passionate folk we're after. If that's you and you fancy joining the North West's Best Marquee/tipi company and contributing to a summer filled with unforgettable events, please get in touch: Please email a CV marked for the attention of Karen. Email address: [planmyevent@tipiunique.com](mailto:planmyevent@tipiunique.com) Contact Tipi Unique for more information. 01606 246 125

An assessment event will take place on **Wednesday 24th April 2019**. Candidates will be expected to work with members of our experienced team to learn how to erect tipis/install a tipi along with Tipi Unique's event equipment under supervision. Performance will be monitored and high-calibre candidates will be short-listed to commence employment.

Prior to the event, candidates will be advised of necessary safety and other important requirements. Candidates will also be paid at national minimum wage for total hours worked.

After a successful completion of the required training programmes and probationary period, a fixed term contract will be offered.

**Disclaimer:**

*This job description is not intended to be exhaustive list of duties to be performed by the employee. The employee may at any time be allocated to other roles within the business such as furniture delivery or warehouse management. This job description may be altered to reflect the business needs of the company.*

