



HEAD OF STAGE

JOB DESCRIPTION

Salary:	£40,000-£42,000 per annum dependent on experience
Terms:	Permanent, following completion of a 3-month probationary period
Notice Period:	4 weeks during probation, 3 months thereafter
Hours:	44 hours average working week over 5 days Monday-Friday, but with the flexibility to work across 6 days during production periods. There is no overtime agreement as part of this contract, but TOIL will be given for hours worked beyond the average.
Holiday:	34 days inclusive of bank holidays
Reports to:	Director of Productions
Responsible for:	Deputy Head of Stage, Stage Supervisor and casual Stage Crew
Location:	Bridge Theatre, 3 Potters Fields Park, SE1 2SG

ABOUT LONDON THEATRE COMPANY

London Theatre Company is a commercial theatre producing company led by Nicholas Hytner, Tim Levy and Nick Starr, with an emphasis on new work. Our intention is to create a culture, ethos and economic model that supports writers, directors, designers and actors to work at scale in a space that is complementary to those of the subsidised theatre and West End.

In 2020, we produced a new series of Alan Bennett's Talking Heads for BBC One and have reopened our live performances with Nina Raine's Bach and Sons which runs until September. Followed by Suzan Lori-Parks' White Noise in the Autumn.

ABOUT THE BRIDGE THEATRE

The Bridge is London Theatre Company's first new theatre. It has a stunning riverside location on the south bank of the Thames, right by Tower Bridge and five minutes' walk from the transport hub of London Bridge station. It is designed by Haworth Tompkins, winners of the 2014 RIBA Stirling Prize for Liverpool's Everyman Theatre. It has 900+ seats and can be configured in end-stage, thrust and promenade formats.

The Bridge opened for the first time in October 2017, and since then has produced a variety of plays, including A German Life, a one-woman show starring Maggie Smith, and A Midsummer Night's Dream, an immersive reimagining of Shakespeare's classic. My Name is Lucy Barton, performed by Laura Linney, which originally opened at the Bridge Theatre in June 2018, then transferred to Broadway in January 2020.

ABOUT THIS ROLE

The Head of Stage will lead on stage operational management, will be responsible for the stage /rigging delivery and maintenance.

The Head of Stage will work within Health and Safety management to deliver complete legislation and contractual compliance to all elements of on stage activities.



This role will be expected to set up procedures for the stage, surrounding areas, and procedures for the stages team including full time and casual colleagues.

The role will be part of the Bridge Theatre senior working team.

DUTIES AND RESPONSIBILITIES

The Head of Stage will undertake the following responsibilities however this is not a finite list of roles. The Head of Stage will be expected to undertake any such task that is required as a senior member of a producing house. Candidates can expect the following to fall within their remit:

- Facilitating the stage staff requirements for each production or event at The Bridge Theatre, which may include occasional foyer events and filming requirements
- Alongside the LTC senior management team, with Directors, Designers, Production Managers to oversee the implementation and ongoing operation of LTC produced productions, including incoming productions.
- To oversee the recruitment and management of permanent staff.
- To take the lead responsibility for offsite storage facilities. Maintaining an up to date record of assets.
- To ensure all stage equipment, rigging and machinery is regularly inspected
- To have a understanding of the building facilities, with a general knowledge the BMS

Person Specification:

Skills desired:

- Experience in a producing theatre
 - Proven leadership skills
 - Proven leadership skills and the ability to run fit ups and get outs
 - A good knowledge of the stage and rigging techniques
 - Ability to read and edit technical drawings
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- Knowledge of Health and Safety legislation and procedures as related to the theatre industry. In particular LOLER, PUWER, AND CDM (2015)
 - Budgeting experience
 - Experience of recruiting and managing a team
 - Excellent organisational and time management skills

HOW TO APPLY

To apply: please email recruitment@londontheatrecompany.co.uk with your completed Application Form and Equal Opportunities Monitoring Form. (Please note we do not accept CV's).

Deadline for applications: **12pm Monday 09 August 2021**

1st round interviews will take place via zoom w/c 09 August 2021



2nd round interviews will take place at the Bridge Theatre w/c 16 August 2021

Start Date: October 2021

For more information, including Application Form and Equal Opportunities Monitoring Form please visit www.bridgetheatre.co.uk or email recruitment@londontheatrecompany.co.uk

If you have any queries, please contact recruitment@londontheatrecompany.co.uk

We are an equal opportunities employer and value diversity. We encourage applicants from all backgrounds and different experiences.