



## **ASSISTANT STAGE MANAGER**

Soho theatre is on the look out for an Assistant Stage Manager to take over duties on our current production.

### **KEY DATES**

- Duration: Mon 10 June – Sat 06 July
- Hand-over period: Mon 10 Jun – Wed 12 Jun
- Production run: Wed 12 Jun - Sat 06 Jul

### **MAIN DUTIES**

Duties for this position include but are not limited to:

- attending all rehearsals as required
- maintaining the existing props
- sourcing additional props as needed
- assisting the production team where appropriate
- helping to set up/tidy away the rehearsal space
- attending all technical rehearsals
- helping to prep each performance of the play
- keeping track of props and consumables pre- and during-show
- operating the backstage area for each performance of the play
- attending the get-out of the production and assist with disposing the props and costumes.

### **RATES**

£475 per week

### **HOW TO APPLY**

Send a CV and equal opportunities form to [jobs@sohotheatre.com](mailto:jobs@sohotheatre.com) with DSM2019 in the subject heading. The deadline for applications is Friday 17<sup>th</sup> May with interviews to be held week beginning 20<sup>th</sup> May.

## **OTHER INFORMATION**

Soho Theatre operates to a UK Theatre / Equity contract. Soho Theatre aims to be an equal opportunities employer. All staff members are required to adhere to Soho Theatre's Equal Opportunities Statement of Policy, a copy of which will be given to the successful candidate.

## **ABOUT SOHO THEATRE**

Soho Theatre is London's most vibrant venue for new theatre, comedy and cabaret. A charity and an entrepreneurial social enterprise, Soho Theatre occupies a unique and vital place in the British cultural landscape.

Our work crosses theatre, comedy and cabaret and is at its most distinctive in the convergence point of these forms – while offering something for everyone from children's work to new plays. We provide a clear route for the development of a diverse range of artists at all stages of their careers.

Our audience is younger, more culturally and economically diverse than typical theatregoers. Non-traditional groups are attracted to the diversity of voices presented in our festival-like programme, participating through a range of schemes.

Our ambitions for 2018-22 represent the most exciting period of our development yet where we have a clear vision to take us from being a key player in London theatre to an organisation with a national and international reach and significance.

Our mission is to produce new work, discover and nurture new writers and artists, and target and develop new audiences.