

Soho Theatre is London's most vibrant producer for new theatre, comedy and cabaret. A charity and social enterprise, we are driven by a passion for the work we produce, the artists we work with and the audiences we attract. We own our own home, Soho Theatre in the heart of London's West End. A former Synagogue, we raised funds, purchased and redeveloped it, opening it for the turn of the millennium in March 2000. Today it is one of the capital's busiest theatre and comedy venues, with a year-round festival programme and a buzzing bar. Our roots date back to the early 1970s at the Soho Poly Theatre. A small but influential venue, Soho Poly was radical and relevant, capturing the excitement and innovation of its time. Today our work is wide-ranging, drawing from this fringe heritage, and adding a queer, punk, counter-culture flavour. We champion voices that challenge from outside of the mainstream, and sometimes from within it too. We value entertainment and a great night out.

Led by a collaborative and diverse senior team and board, Soho Theatre is an exciting place to work with a strong team ethic, fast paced, and with opportunities and intent for staff development and progression.

We produce and co-produce new plays, work with associate artists and present the best new emerging theatre companies and comedians. We present the early work of countless UK artists (many who become industry giants), and we present many international artists' London debuts. We have a thriving variety of artist and talent development programmes, artists under commission and in development, and two new writing awards including the national Verity Bargate Award for new playwrights.

Work extends far beyond our Dean Street home, with a UK and international touring programme and connections. We present shows and scout talent at Edinburgh Festival Fringe and have close links with the Melbourne International Comedy Festival. We are the UK's leading presenter of Indian comedians and regularly present work there. We film shows and create our own digital work seen across our social platforms, on TV and in flight and streamed from our website.

We are working towards the opening of an exciting new second venue in London, Soho Theatre Walthamstow. A culmination of many years of Soho's work, in collaboration with a grassroots local campaign, to save a glorious, 1930s art deco venue with an incredible heritage reinvented as a 1,000-capacity venue for world-class comedy, panto, performance and participation – a 'local theatre with a national profile'.

STRATEGIC GOALS

THEATRE: continue to increase the resource, profile and quality of Soho's theatre and new writing programme; to ensure that this work sits well within Soho's lively cross-genre festival programme with diverse audiences, but also carves out the space to breathe and flourish within it.

COMEDY: work to ensure that we maintain an industry leading place through thoughtful curation, innovation and always being able to spot the next new talent; ensuring that artists continue to see Soho as a home for comedy and one of the places they want to perform; maintain programming integrity as we grow our audiences through Walthamstow, touring and digital.

CREATIVE ENGAGEMENT: grow our pathways for creative participation from early years to adulthood, supporting the next generation of artistic talent; support the growth of creative, connected communities around a new local theatre in Walthamstow

WALTHAMSTOW: successfully open and establish as a 'local theatre with a national profile', working with our key stakeholders of Council and community. Effectively manage the resultant change, organisational growth and risk.

AUDIENCES AND DIGITAL: build our distinctive London brand towards wider and inclusive audiences, with a particular focus on LGBTQ+, South Asian and Waltham Forest; international

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focus on India as well as Australia and the USA. Continue to build digital audiences and sustainable business models, also moving into specific digital content creation (as distinct from digital capture of live).

Job Description

Job Title:	Edinburgh Street Team
Purpose of Job:	Successful applicants will be primarily responsible for distributing flyers and other marketing materials to members of the public, whilst effectively communicating the Soho Theatre programme and brand.
Reports to:	Marketing Manager, Marketing Assistant, Street Team Manager
Working with:	Marketing Manager, Marketing Assistant, Street Team Manager
Location:	Edinburgh

Overview

Every year, Soho Theatre takes numerous theatre, comedy and cabaret shows to Edinburgh festival Fringe. What's really key is that we have a friendly, hard-working, tenacious street team that are passionate about communicating our work to potential audiences.

Perfect for theatre, comedy and cabaret fans, this role is the ideal opportunity to be a part of the world's biggest arts festival alongside a team of award-winning producers. Soho Theatre's previous Edinburgh programmes have included artists such as Urooj Ashfaq, Patti Harrison, Jinkx Monsoon, Lucy McCormick, Spencer Jones, Natalie Palamides, Vir Das, and *Fleabag*.

If you're confident, excellent at attracting (the right kind of) attention, have bags of enthusiasm, you'd be ideal to join our Edinburgh team.

Job Outline

Flying & the public

- Engage with Edinburgh audiences, with a view to promoting shows, performers and the Soho Theatre brand
- On occasion, attach reviews to print, for hand to hand distribution and/or outdoor campaigns
- Where appropriate, transport print around Edinburgh to key locations

Operational

- Take instruction from senior staff members, be proficient in anticipating their requirements

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- Communicate issues to a senior member of the team
- Provide consistent positive attitude when working with other staff members

General

- Support the aims and objectives of Soho Theatre Company
- Be familiar with Soho Theatre's programme
- Attend wider-company meetings and other internal meetings as required
- Uphold the theatre's Equal Opportunities Policy and Health & Safety Policy at all times
- Communicate efficiently with the rest of the Edinburgh flyering and marketing team to ensure the smooth and efficient running of flyering activities
- Any other duties as may be reasonably required

**This is a guide to the nature of the work required.
It is not wholly comprehensive or restrictive and may be reviewed with the post holder and
the line manager from time to time.**

Person Specification

Qualities

- Approachable and good at communicating, proactive.
- Able to think on your feet and think ahead.
- Ability to maintain a calm attitude under pressure, reliability, flexibility.
- Logistical and pragmatic thinking.
- A love of theatre, comedy, cabaret and performance

Skills

- Strong interpersonal skills.
- Effectively working within a team.

Experience

- Experience in a Front of House or customer service position.
- Experience of dealing directly with the public.

Desirable Experience

- Experience within an arts or festival environment.
- An interest in/knowledge of Soho Theatre.

Terms And Conditions

Equal Opportunities

Running through the core of Soho Theatre are the values of equality of opportunity, diversity of background and inclusion and accessibility for all. Our artists, audience and staff reflect a diverse London and we work hard to increase representation across cultures and experience.

Terms of Employment

We will be offering a number of minimum hour contracts over a 6 day week as well as some zero-hours contracts for those that want more flexibility.

Location

This role is delivered entirely at Edinburgh Festival Fringe. Please note that accommodation is not provided as part of this role.

Salary

The pay for the role is £13.15p/h

Payment will be made weekly on Thursdays. On these days you will receive payment for any shifts worked up to and including the previous Sunday.

Holiday entitlement

Holiday accrues at 12.07% of the hours you work, and entitlement will be paid for 7 minutes for each hour worked. Holiday entitlement rises to 25 days pro-rata after you have been continuously employed for 1 year.

Hours

The Edinburgh Festival Fringe runs from Wed 31 - Sun 26 Aug. Postholders will need to be available for some or all of this period.

Working hours are agreed with the Individual and matched between the postholder's availability and the needs of the company.

Regular weekend and evening work is expected with this role and hours can be scheduled anytime between 10am and midnight, so please consider this when applying to the role.

Pension

This role does not qualify for pension auto-enrolment.

Staff Benefits

- Complimentary tickets for Soho Theatre shows (subject to availability)
- Soho Theatre will also arrange for a venue pass for flyerers, allowing free entry to a large number of Fringe shows where unsold tickets are available.

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