



# Technical Stage Manager Application Pack

## Summary

Mimbre seeks an experienced Technical Stage Manager to work with us on the tour of Mimbre's new production, *The Exploded Circus*. It is a freelance role over various dates from 19<sup>th</sup> February 2018 until November 2018.

*The Exploded Circus* will tour with a self-standing rig to theatre venues and found spaces as well as two performance weeks in a hired circus tent. The Technical Stage Manager will be a key role in the team, managing the get-in and get-out at each venue, working closely with the rigger on the build and strike of the rig and set, stage managing the show and covering some aspects of company stage management.

Flexibility and an ability to problem-solve is essential for this unusual and exciting production and we are seeking someone who enjoys working collaboratively and has experience of working with weight-bearing sets.

## Key Tasks (this list is not exhaustive):

- Managing and scheduling all technical aspects of get-in and get-out, being responsible for the safe and efficient installation and use of the rig
- Liaising with technical departments at programming venues on the tour
- Managing the install and maintenance of all props and set pieces within the show
- Working with the LX / SND operator, be responsible for installing and maintaining lighting and sound equipment with the set.
- Managing the venue's technical crews as well as managing Mimbre's team for their involvement in set-up and get-outs
- Budget and petty cash management
- Sharing the driving of van on tour
- Checking and organising repair and upkeep of all touring materials and vehicles when necessary
- Working with the Rigger and the wider company to develop and maintain a safe working environment at all times
- Travel and accommodation scheduling and arrangements on tour
- Organising or undertaking repairs and laundry/dry cleaning of props, set and costumes as required
- Maintaining the book during rehearsals and tour

## Skills and Experience

The role still has some flexibility to be built around the experience of the right person, so this list is indicative:

## Essential:

- Technical/stage management experience on tour
- Experience touring to venues as well as festival/found spaces
- Experience working with circus performance or other performances with weight-bearing set-design
- Ability to think creatively and problem-solve
- Ability to work as part of the team
- Ability to work under pressure calmly and efficiently
- Clean driving licence.

## Desirable

- Circus rigging experience
- Carpentry skills
- First Aid Qualification
- Experience of interactive sound equipment (Makey Makey or other basic recording equipment) is a plus.
- Clean driving licence up to 7.5 tonne vehicle.

Mimbre is used to working with a small team where everyone gets involved including performers and gives a hand where needed, so we are looking for a person who is happy to work in a pro-active collaborative way and have flexibility in their role.

A positive outward facing attitude and good people skills to work in unusual settings is essential. In exchange you will be working with a supportive team and on an exciting artistic project.

## Outline Terms and Conditions

**Contract:** Fixed term, freelance

**Fee:** £550 per week for construction weeks and rehearsals

£650 for production week including performances

Once on tour the fee will be as follows:

- For 2 consecutive days of touring, £375
- For 3 consecutive days of touring, £450
- For 4 consecutive days of touring, £525
- For 5 consecutive days of touring, £575
- For 6 consecutive days of touring, £625

(NB: Touring fees will include communication with venues prior to performance dates)

## **Dates: *Must be available for all of these***

- 19<sup>th</sup> – 23<sup>rd</sup> February & 26<sup>th</sup> February - 2<sup>nd</sup> March 2018: Design Construction and installation (101 Outdoor Arts Creation Space, Newbury)
- 9<sup>th</sup> April – 11<sup>th</sup> May 2018: Production rehearsals (London)

- 13<sup>th</sup> – 17<sup>th</sup> May 2018: Production week (Worthing) with premiere 18<sup>th</sup> - 20<sup>th</sup>
- Touring: Final schedule still being confirmed, indicatively we are expecting 4-6 venues spread across May – September, with a second shorter touring period planned for late October – November 2018. The pencilled dates are listed here, however some of these have not been confirmed yet and further dates will be added – therefore at this stage we seek full availability and the final tour will be confirmed in 2018.
  - 25th – 27th May
  - 15th – 17th June
  - 20th – 24th June
  - 27th – 29th July
  - 1st – 5th August
  - 8th – 12th August
  - 19th – 23rd September
  - 1st – 5th November

The roles of Rigger and Technical Operator will be recruited to create a strong team, alongside a cast of six performers.

## About Mimbre

Mimbre is a female-led company creating nuanced, breathtaking and highly skilled acrobatic theatre. We use circus and dance innovatively as a physical language to illuminate human connections and promote a positive image of women.

## About The Exploded Circus

*The Exploded Circus* is an all-female contemporary circus production with a highly visual narrative that uses the scene of a devastated circus and its performers as an allegory to explore what we perceive as society and how we might rebuild it were our world to collapse.

The show invites audiences into a moment where an explosion has been frozen in time, the remnants of a circus caught mid-air - with everything from the circus ring, sequins, and fairground horses suspended above the ground. Featuring acrobatics, aerial work, juggling and other specialist skills the performance weave a physical story told without words; where six circus performers have to find their own order in the chaos and create a new normal, exploring themes around change, belonging, community, and what being human means to us.

A purpose made, self-standing rig will be created for the performance and the design integrated into the rig – allowing the show to be toured to venues who don't normally have possibilities for circus rigging. The tour includes theatres, an old town-hall, an old fruit market as well as two weeks in a circus tent.

The tour will include audience development elements such as open rehearsals, workshops and post-show events.

## **Application Details**

### **Timeline**

Application Deadline: 6pm Wednesday 17<sup>th</sup> January 2018

Interview Notifications: 6pm Friday 19<sup>th</sup> January 2018

Interviews: w/c 22<sup>nd</sup> January

### **Application Process**

To apply please send a covering letter and CV by 17<sup>th</sup> January 2018 to Lissy Lovett at [lissy@mimbre.co.uk](mailto:lissy@mimbre.co.uk). Email applications are preferred.

Separately please fill in an equal opportunities form at this link:

<https://goo.gl/forms/HbiEgE2W7RhNICHH2>

This information will be considered separately from the recruitment process.

Mimbre are an equal opportunities employer and are proud to say we were named one of the Top 10 SME's for working families at the Working Families awards 2013. We are open to suggestions of flexible working that allow the candidate/s to fulfil the requirements of the role. If you are interested in proposing an application based on flexible working patterns please get in touch with us to discuss.

Mimbre is a female-led company and believes that women, people from a Black or minority ethnic background and disabled people are underrepresented at leadership level and on stage within the contemporary circus and outdoor sectors. Because of this we particularly encourage female, BAME and disabled candidates to apply for this role.

Please feel free to contact us if you have any questions or if you would just like to discuss the post in more detail before applying.

Please also let us know if you require the information about the role in any other format.