

Senior Stage Manager The Hatchling - Plymouth

About Trigger

Trigger create and produce surprising live and digital events that interrupt daily life, reimagine and revive public spaces, and put audiences at the centre of the action. Trigger's programme aims to create accessible, inclusive and boundary pushing work which is often sited outdoors and/or digital. Our work is brought to life by a team of cross-disciplinary artists and creatives, often showcasing the creativity of local communities.

About the project

The Hatchling is a spectacular large-scale, live event due to premiere in Plymouth, in partnership with Arts Council England, Plymouth City Council and Mayflower 400 with support from Jerwood Arts, Without Walls, 101 Outdoor Arts, The Space, Reach Robotics and Brigstow Institute. The Hatchling will see an extraordinary visitor roam through Plymouth City Centre.

The creative team include puppet director of War Horse, Mervyn Millar, a kite world champion flier and set designer for Bjork, Carl Robertshaw, award winning Artistic Director Angie Bual and producers Trigger.

A large-scale free theatrical experience across one weekend, this project fuses myth, legend, science, puppetry & aerodynamics into one unforgettable event, which will use the city centre of Plymouth and The Hoe as a stage. The final event is on 14 & 15 August 2021 and will have extensive local and national press coverage (radio and broadcast).



Currently under embargo, the project will be announced publicly on 03 March. Please head to www.triggerstuff.co.uk/the-hatchling-index for more details then.

About you



THE HATCHLING



TRIGGER

Trigger are looking for an organised, motivated and personable Senior Stage Manager for Trigger's upcoming production of a major new site-specific work. The right person will have experience working with large scale ensemble casts, managing a stage management team, and ideally have some outdoor art experience. Experience of working with large-scale puppets is desirable but not essential.

We are looking for someone with a local base as there is no additional travel and accommodation provision.

Please note: We will be listing a further two Stage Management roles (Showcaller & Stage Manager and Assistant Stage Manager) for applications later on in March 2021.

Job Description

Responsible to: Production Manager and Associate Production Manager

Responsible for: Two-person stage management team and volunteers

Working with: Producers, cast, creative team & production team

Role and responsibilities:

Staffing

- Assist the producers and production manager in the event planning in conjunction with Plymouth City Council events team
- To advise on the recruitment of the stage management/ event team
- Attend interviews for stage management team
- To work collaboratively with the creative and production team in order to achieve the project vision

Stage Management

- Managing the stage management on a two-day public realm processional performance
- Working with the production manager to ensure the performances keep to schedule
- First point of call for company members during rehearsals
- Liaise with the company, producers and Plymouth City Council as required
- Work with the Assistant Director to coordinate and write rehearsal schedules
- Manage rehearsals and the rehearsal room in liaison with the Assistant Director
- Coordinate performer calls and scheduling including warm-ups, rehearsals, fittings and meetings
- Produce the event/ performance schedule in conjunction with the event route plan in collaboration with the Production Manager
- Deliver a workable cast rota during the event/performance with the Assistant Director
- Manage Stage Management team and volunteers
- Record, monitor and collate the hours of cast and stage management
- Attend production meetings
- Implement and oversee Health & Safety in all backstage and onsite areas



- Identify hazards and producing risk assessments for rehearsals
- In collaboration with the Production Manager identifying hazards and contributing to risk assessments for the event
- Complete and distribute rehearsal reports
- Establish effective working relationships with Plymouth City Council Events team
- Interact with members of the public during the event in order to oversee the smooth running of the performance/ event in Plymouth city centre
- Comply with Trigger's Equal Opportunities, Health & safety and other policies at all times
- Any other duties as reasonably required

Person specification

Essential

- Previous professional stage management experience working outdoors/ site specific/ live events
- Previous experience of working with and supporting creative teams
- Awareness of Health & Safety issues relevant to the project and role
- Highly organised, with an ability to prioritise and multi-task
- Flexible, responsive and a team player
- Excellent communication skills
- Excellent computer skills
- Proven leadership skills and experience of running technical rehearsals
- Ability to remain calm whilst working under pressure
- Available to work scheduled evenings and weekends
- Ability to carry out the physical demands of the job
- A commitment to living and working in Plymouth

Desirable

- Experience of working with large scale puppets
- First aid qualification
- UK driver's license

Dates

The Senior Stage Manager will need to be available for:

Meetings and preparatory work, remote

- Familiarising with the project
- Occasional hours assisting with recruitment of further stage management team in conjunction with Producers, Director and Production Manager and Plymouth County Council events team between 12-28 April 2021.

Rehearsals & Production

- w/c 17 May 2021, TBC – travel & accommodation will be provided
- w/c 19 July 2021, Plymouth



- w/c 02 July 2021, Plymouth
- w/c 02 August 2021, Plymouth
- w/c 09 August 2021, Plymouth

Get in & Fit up, Plymouth

- Tuesday – Wednesday
- 10 – 12 August 2021

Performances and live event, Plymouth

- Saturday – Sunday
- 14 – 15 August 2021

Get out and pack down, Plymouth

- w/c 16 August 2021

Fees & Terms

The fee consists of 7 weeks' engagement including meetings and preparations at a rate of pay at £690 per week (working week as is defined by ITC), including holiday and sick pay:

- 1 week meetings and prep @£690 per week = £690
- 6 weeks full time in rehearsals, production and live event & get out @£690 per week = £4,140

Role is based on ITC standard contract terms. Total fee £4,830. Inclusive of travel and accommodation.

About the interviews

Interviews will be help remotely online with a panel consisting of the Production Manager and Producers.

Apply

Deadline: 10:00am on Friday 26 March 2021

Interviews: 06 - 08 April 2021, remote

Start date: 12 April 2021 for further Stage Management recruitment

Application method: Please send a CV and covering letter (no more than 1 side) to hello@triggerstuff.co.uk In the subject line please write: Senior Stage Manager application Please also fill in our equal opps form at <http://bit.ly/TriggerEqualOpps>