



THE LORD CHAMBERLAIN'S MEN

AUTHENTICITY | EXCELLENCE | MAGIC

POSITION:

Company Manager for The Lord Chamberlain's Men touring production of Hamlet.

RATE OF PAY:

Total weekly remuneration of £650 plus £125 per week subsistence/meal allowance. All accommodation (a mixture of twin and single hotel rooms whilst on tour) and travel during the tour is provided by the company. On the majority of days on tour a meal is provided.

DATES:

Rehearsals (in London) - 22nd April 2024 to 30th May 2024*

Tour (UK and International) - 31st May 2024 to 20th September 2024

*the successful candidate will not be required for the entire rehearsal period

Start of contract - 24th May

Technical rehearsals - 29th - 31st May

First performance - 31st May

Final performance - 19th September

End of contract - 20th September

Ideally the successful candidate will be available to attend production meetings/rehearsals/assist with pre-production in May. These additional days can be fitted around other commitments and will be paid pro rata.

DESCRIPTION:

About the role:

To support the Director/Producer and manage the cast, ensuring the efficient running of the tour. To assist and support the actors in all aspects of the tour,

including (but not limited to): get ins, get outs, maintenance, driving of a company vehicle and liaising with venue managers. To support the Director/Producer with elements of pre-production, during some of the rehearsal period and for all of the production week/technical rehearsal.

Person Specification:

You have the drive to make things happen and recognise the skills/expertise/personality needed to mount and tour a production. You enjoy working in a team and are a great 'people person'. You have initiative, a sense of adventure and a can-do spirit. You're organised, reliable and quick to learn. You are a regular attendee at arts or cultural events. You are passionate about the arts and are excited about working with artists and looking after the needs of a production on a wide-reaching tour. You enjoy the outdoors.

Essential skills/qualities:

- Good and collaborative team player able to lead a touring company with a positive, proactive and flexible approach. One of the team but also a confident leader when the situation requires.
- An approachable communicator with excellent people skills.
- Experience in stage, production and/or company management for touring theatre or other arts/live productions.
- Having an organised and detailed approach. Being able to ensure that policies and standards are maintained whilst on tour.
- The ability to lead a touring company with a positive, proactive and flexible approach.
- An ability to make decisions and remain calm under pressure, and to be a creative and resourceful problem solver.
- Full and clean UK driving licence and experience of driving vans.
- London base.

Desirable skills/qualities:

- First Aid trained (training, if needed, can be provided).
- Confidence working with technical aspects of theatre and performing maintenance to set, props and costumes.
- Prop sourcing/making abilities.
- An enjoyment of heritage sites and outdoor pursuits.

Key Responsibilities (including but not limited to):

Rehearsals:

- To attend rehearsals/production meetings, as required, to assist in the install and build of the set within rehearsals. (Dates to be confirmed maximum 5 days, days throughout the rehearsal period paid on a pro rata basis)
- To source any additional items and materials required for the production as requested by the Director and Designer, within the budget as agreed.
- To help co-ordinate with external suppliers to assist with the production of the show.
- To provide full technical support for the install and mounting/running of the production during the technical rehearsals.

Tour:

- To support the acting company during the tour and be the point of contact for any professional or pastoral queries.
- To lead on the get in and get out at each venue.
- To ensure all set, costume and props are well maintained and ready for each performance.
- To drive one of the company vehicles.
- To liaise with the venue managers regarding all elements of the touring performance.
- To oversee the safe running of the performance (there are no show cues during the performance) including running box office/stewarding/selling programmes.
- To be an outstanding ambassador for the company at all times.

Other:

- To liaise between the company and the Artistic Director/Producer.
- To provide appropriate care and support to the company as required.
- To undertake any other appropriate duties pertaining to the running of the tour which the Artistic Director/Producer may allocate.

With a mix of technical, interpersonal and producerial tasks this unique job requires a unique candidate. For the right person, this position will be an excellent challenge and adventure.

About the company:

Founded in 2004 The Lord Chamberlain's Men have established themselves as one of the UK's leading touring theatre companies. TLCM is the 21st century reincarnation of Shakespeare's original company and present his work as he first saw it performed; in the open air with all male casts and Elizabethan costume, music and dance. We have brought our popular and authentic brand of Shakespeare to hundreds of venues and more than 500,000 audience members since the company's inception.

With an artistic focus based on the guiding principles of Authenticity, Excellence and Magic the company are renowned for high-quality productions that tour throughout the UK and internationally.

We actively encourage applications from people from all backgrounds and from those who, whilst they may not tick every box on the application, feel that they have the passion, talent and skill to take on this role.

APPLY TO:

If you would like to apply for this position, please send the following to info@tlcm.co.uk with "Company Manager" and your name in the subject bar.

- A short introductory statement discussing your experience/why you are interested in this job/believe you would be suited to it. The statements can be written (300 words maximum) or video/audio recorded (no longer than 2 minutes).
- A summary of your relevant experience. In your preferred format; CV, letter, statement etc.