

Dear Applicant,

Assistant Director, *Waiting for Godot*

Please find enclosed an information pack for the role of **Assistant Director** for Tobacco Factory Theatres's production of ***Waiting for Godot***.

Further information about Tobacco Factory Theatres can be found on our website tobaccofactorytheatres.com

Please also remember to complete the Equalities Monitoring Form and return it with your application.

We hope that this pack will help with any questions you might have about the job and the application process. However, if you have any further queries please contact us on recruitment@tobaccofactorytheatres.com or contact the Bristol JMK Trust Directors' group on jo@jmktrust.org or sam@jmktrust.org

Applications by: **Midnight, Sun 02 July 2017.** We regret that applications received after this time cannot be considered.

Interviews: **Week commencing Mon 24 July 2017**

Expected Start Date: **Mon 18 September 2017**

Application method: CV and covering letter (maximum 2 sides of A4 each) detailing:

- Why you are interested in working with Mark Rosenblatt on this production of *Waiting for Godot* at Tobacco Factory Theatres, The Dukes Lancaster and Stephen Joseph Theatre, Scarborough.
- Your relevant experience and what you can bring to the role
- How this assisting opportunity and involvement in the Bristol JMK Trust Directors' group will contribute to your professional development
- Your commitment to living and making theatre in the South West.

Please send to recruitment@tobaccofactorytheatres.com. In the subject bar please write 'Assistant Director'.

"The future of theatre lies in places like this."
Jonathan Miller

—
Patron HM Lord-Lieutenant of Bristol, Mrs Mary Prior MBE JP
Trustees Sarah Smith (Chair), Andrew Allan-Jones, David Fairclough, Bertel Martin
Kate McGrath, Mark Panay, John Retallack, Chris Sims, Anna Southall, Martin Wright
Company no. 04536120 / Charity no. 1097542



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JOB DESCRIPTION

The JMK Trust in partnership with Tobacco Factory Theatres is offering an Assistant Director Bursary to a participant of the JMK Directors' Group in Bristol. The bursary is an arts scholarship, funded by the Leverhulme Trust, which will provide a learning and training opportunity for a talented emerging director based in Bristol, who has demonstrated a commitment to directing and a passion for theatre making. The recipient will become a Leverhulme Arts Scholar.

THE ROLE

We are looking for an Assistant Director for Tobacco Factory Theatres's upcoming production of *Waiting for Godot*, directed by Mark Rosenblatt.

The Assistant Director will need to be available for:

Rehearsals from Mon 18 September - Sat 14 October 2017

Technical from Sun 15 - Wed 18 October 2017

First preview on Thu 19 October 2017

Tobacco Factory Theatres Press Night on Mon 23 October 2017

Tobacco Factory Theatres Workshop on Tue 24 October 2017

End of run at Tobacco Factory Theatres on Sat 04 November 2017

Technical at The Dukes Lancaster on Mon 06 November 2017

First performance at The Dukes Lancaster on Tue 07 November 2017

End of run at The Dukes Lancaster on Sat 11 November 2017

Technical at Stephen Joseph Theatre, Scarborough on Mon 20 November 2017

First performance at Stephen Joseph Theatre, Scarborough on Wed 22 November 2017

End of run at Stephen Joseph Theatre, Scarborough on Sat 25 November 2017

To note, we will also require the Assistant Director to rehearse in the role of the Boy which will require attendance of shows throughout the run to oversee this.

As Assistant Director, duties would include:

- Providing general assistance to the Director.
- As agreed with the Director, carrying out any research that will inform and benefit the production.
- Observing rehearsals and having input in discussions and production meetings.
- Assisting the company in documenting the rehearsal process for the purposes of marketing, archiving and evaluating the project through blogs, social media and other forms as agreed.
- Observing and assisting the Director in the production weeks as required.
- Attending and participating in post-show discussions by mutual agreement with the Producer.
- Supporting the company whilst the play is in performance as agreed with the Director and Stage Manager, including attending and noting the production.

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- Any further duties as required by the Director.
- Supporting the tour of the production to The Dukes and Stephen Joseph Theatre
- Helping with coordination and rehearsal of the role of the Boy (this will involve multiple boys being cast for the same role and at the same venue)
- Running associated workshops as necessary

The bursary recipient will demonstrate a commitment to living and making theatre in the South West and will also be or become a participant of the JMK Directors' Group in Bristol. As part of the bursary, the recipient will also be responsible for working with the JMK Artistic Coordinator and Tobacco Factory Theatres to develop a connection for the existing group with Tobacco Factory Theatres until next year's bursary recipient is chosen.

BURSARY/FEE

The Leverhulme Bursary consists of £2,350 plus additional payment of £900 to cover time at The Dukes and Stephen Joseph Theatre (total fee £3,150).

Additionally, travel to and from venues to home (one return trip per venue) based on either 40 per mile if driving or an advance saver train fare.

We will also pay £140 per week whilst on tour to The Dukes and Stephen Joseph Theatre (£280) for which the Assistant Director will be expected to find their own accommodation.

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