

Dear Applicant

## Young Theatre Makers (YTM) Perform Director

Please find enclosed an information pack for the role of **Young Theatre Makers (YTM) Perform Director** for Tobacco Factory Theatres.

This application pack includes:

- Brief information about Tobacco Factory Theatres
- Job Description and Person Specification
- Terms & Conditions
- Application Process

Further information about Tobacco Factory Theatres and our latest Annual Report can be found on our website <http://www.tobaccofactorytheatres.com/>.

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 Rusti Fells on [theatre@tobaccofactorytheatres.com](mailto:theatre@tobaccofactorytheatres.com)

Applications by: **12 noon Mon 18 June.** We regret that applications received after that time cannot be considered.

Interviews: **Mon 25 June 2018**  
If called for interview, you will be asked to prepare a 5 minute presentation of your vision for a youth theatre production appropriate for 13-19 year old performers.

Expected Start Date: **July/August 2018** (subject to a successful DBS check)

Application method: CV and covering letter (maximum 2 sides of A4 each) detailing suitability for the position (with close reference to the Person Specification) to [recruitment@tobaccofactorytheatres.com](mailto:recruitment@tobaccofactorytheatres.com)  
In the subject bar please write 'YTM Perform Director'.  
Please also remember to complete the Equalities Monitoring Form and return with your application.

We look forward to receiving your application and thank you for your interest in Tobacco Factory Theatres.

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

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**Patron** Mrs Mary Prior MBE JP  
**Trustees** Sarah Smith (Chair), Andrew Allan-Jones, Bertel Martin  
Kate McGrath, Mark Panay, Matt Penneyard, John Retallack, Chris Sims, Anna Southall  
Company no. 04536120 / Charity no. 1097542



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## TOBACCO FACTORY THEATRES

Tobacco Factory Theatres is seeking a local director to work with our new Young Theatre Maker company, YTM Perform, from September 2018 - April 2019 on a production which will be performed as part of our main programme in our Factory Theatre.

Our Young Theatre Maker programme began in April 2015 and has grown from strength to strength, offering opportunities for 7-19 year olds to develop their theatre skills, meet new people and perform in one of our theatre spaces. This year saw our YTM 14:19 company performing as part of our main programme in March 2018 with a fantastic production of *Zero for the Young Dudes!* by Alistair McDowall.

We wish to build on these successes and from September 2019, we will be launching a new YTM company - YTM Perform. This company will be a dedicated, talented, enthusiastic, hard-working group of 13-19 year olds, who will work with us from September 2018 - April 2019 on a scripted piece of theatre which will be performed in our Factory Theatre in April 2019, as part of our main programme.

## MISSION STATEMENT

We tell astonishing stories in extraordinary ways, in our two contrasting theatres at our iconic South Bristol building. Reflecting the voices of everyone in this city, we offer an exceptional programme of live theatre of a wide range of styles for audiences of all ages and backgrounds to enjoy and take part in.

## OVERARCHING PHILOSOPHIES FOR THE PERIOD 2018 - 2022

1. We will tell Everyone's Stories on our stages; a programme of excellent theatre that represents and engages our diverse community, nurtures and supports local artists, and develops Bristol's reputation as a cultural destination.
2. We will broaden our audience reach, to actively engage people living within a stone's throw in South Bristol, who are amongst the country's most disadvantaged, and who do not currently think that theatre is for them.
3. We will invest in the artists and audiences of the future through high quality projects and programmes for children and young people with a focus on South Bristol.
4. We will operate with our trademark spirit of warmth, welcome, accessibility and flexibility, taking care of everyone we work with and for.
5. We will balance risk taking, innovation and ambition with financial resilience and sustainability in order to underpin growth in income and activity. We are an organisation that adapts and responds quickly to change and opportunity.

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## **JOB DESCRIPTION**

### **Young Theatre Makers (YTM) Perform Director**

Reports to: Get Involved Director

## **SCOPE**

The YTM Perform Director will be enthusiastic about working with young people and keen to ensure that the company achieve their very best throughout the process. She/he will have a proven track record of working with this age group, working with text and directing excellent large cast productions.

## **KEY DATES**

### **July / August 2018**

- Initial planning meetings (TBC)

### **TERM ONE**

- Every Monday 7.45pm – 9.45pm
- Mon 10 September 2018 – Mon 19 November 2018  
(Excluding Mon 29 October 2018 HALF TERM)

### **Additional Rehearsal**

- Mon 26 November 6pm – 9.30pm

### **TERM TWO**

- Every Mon 7.45pm – 9.45pm
- Mon 21 January 2019 – Mon 01 April 2019  
(Excluding Monday 18 February 2019 HALF TERM)

### **Additional Rehearsals (full day)**

- Sun 24 February
- Sun 24 March
- Sun 31 March
- Fri 05 April
- Sat 06 April (evening only)
- Sun 07 April

### **Performances**

- Sun 07 April 7pm
- Mon 08 April 2.30pm / 7.30pm

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## RESPONSIBILITIES

- Direct a production for the new YTM Perform Company to be performed in April 2018
- To provide a strong artistic vision for the company
- Plan and deliver weekly sessions for the YTM Perform company with additional weekend rehearsals as detailed in the Key Dates
- Work closely with an assistant throughout ensuring they are prepared for all sessions and able to support the rehearsals fully
- Maintain regular contact with Get Involved Director regarding rehearsals and the company
- Liaise with relevant staff at the theatre and the creative team
- Attend production meetings
- Work within the budget given for the production
- Ensure that procedures to monitor attendance and progress of individual members are followed
- Ensure compliance at all times with the theatre's equal opportunities, Child Safeguarding and Health & Safety policies and practices

## PERSON SPECIFICATION

- Proven record of working successfully with 13-19 year olds.
- Experience as a professional director within the performing arts, preferably within a community arts setting.
- Ability to create an inclusive, supportive and inspiring rehearsal room environment that allows young people to reach their full potential.
- Experience or a strong understanding of participatory arts and Youth Theatre practice.
- Able to empower participants to make creative decisions and produce high quality work which has their needs and interests at its heart.
- Able to engage a wide range of young people with sensitivity and professionalism - particularly young people who may present challenging behaviour.
- Ability to direct high quality work that is inclusive, relevant and artistically exciting.
- Excellent communication skills, both written and verbal
- Calm under pressure
- Available for all key dates (see previous page)

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## TERMS & CONDITIONS

### Young Theatre Makers (YTM) Perform Director

Hours:	Weekly sessions and additional weekend rehearsals (see Key Dates) plus planning and preparation time
Salary:	<b>£2550</b> on receipt of invoices (set dates for invoicing)
Contract:	Freelance
Holiday:	N/A
Employer:	Tobacco Factory Arts Trust
Location of post:	Tobacco Factory Theatres, Raleigh Road, Bristol, BS3 1TF
Responsible to:	Get Involved Director
Trial period:	One month
Notice period:	Two months
Applications by:	<b>12 noon Mon 18 June 2018.</b> We regret that applications received after this time cannot be considered.
Interviews:	<b>Mon 25 June 2018</b> If called for interview, you will be asked to prepare a 5 minute presentation of your vision for a youth theatre production appropriate for 13-19 year old performers.
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