

Person Specification: Deputy Stage Manager – Summer 2019

Company Profile

Since its formation in 2003, YMT has grown to be one of the UK's principal national youth arts organisations and largest provider of musical theatre activities for young people aged 11-21. As well as catering for this wide age range we offer training opportunities for recent graduates and emerging and established artists.

YMT works exclusively with new writing, either by commissioning new musical theatre from experienced writers and composers or through the devising process; to this end we employ active industry professionals at the top of their game. Creativity is at the heart of the work and we actively encourage as much participation as we can from the young people who join the company.

Most of our work is residential; so we have a substantial duty of care to the 500+ young people who participate in our courses during each year.

YMT creates several shows each year as well as running skills courses for both young people and professionals.

Role Summary

You will work on one of our projects and alongside the creative and pastoral teams, you will run the rehearsal room creating various records for the show including the prompt copy and calling the public performances. You will report to the Stage Manager.

Dates and Hours

We have several different shows taking place this summer. Our first show enters rehearsal mid-July and the curtain falls on our final performance in the very early days of September. Our usual rehearsal day would be from 9am until 9pm with two meal breaks and suitable tea breaks within. The rehearsal period is usually around 10 days with Technical Rehearsals and Performances at the end of the project.

Although our 2019 season is still being finalised, we hope to have projects in Plymouth, Leeds, Belfast, Bracknell and London, among others.

Person Specification

Working on one of our projects around the UK, you will be working with professional directors, choreographers, composers and stage managers. The cast will be made up of approximately 40 young people.

The engagement will last for two to three weeks and the show is created, often in its entirety, within that time. You will need to be adaptable, energetic, and enthusiastic to help lead the cast through this busy and demanding schedule.

The DSM will be working very closely with the young cast and you will need to be diplomatic and sensitive to the pressures and intensity of the project. You will be good at working as part of a team as well as being self-motivated and proactive.

You will need to be willing to get involved in the whole process, engaging with the young people, pastoral staff, technical team and the creative professionals.

As a company working with young people YMT takes our child protection responsibilities very seriously and requires all staff working on our projects to hold a DBS certificate less than 3 years old. If you do not currently hold a DBS certificate YMT will undertake one on your behalf and your engagement will be conditional on this being successfully completed.

Job Description

- You will create and maintain a clear and accurate prompt copy for the show, ensure all administration is carried out efficiently and complete records are created;
- You will ensure the rehearsal space is prepared and maintained in a suitable way to allow rehearsals to proceed efficiently and safely;
- You will provide daily rehearsal calls for the company and assist in the day-to-day planning and scheduling of all activities;
- You will create daily rehearsal notes and distribute these as instructed by the Stage Manager/Production Manager;
- In consultation with the Stage Manager you will create and distribute a show reports after each performance;
- You will be required to participate in the get in and get out;
- You will inform the Stage Manager at the earliest possible opportunity of any potential problems and ensure any action requiring risk assessment is highlighted to all relevant staff; and
- You will assist the Stage Manager and Production Manager in producing risk assessments as required.

Fee

There is no fee for this engagement; we do offer accommodation, all meals and a cash contribution of £75 per week towards your expenses. We will also pay for your travel at the beginning and end of the engagement.

Season of Shows

We are planning to produce at least eight shows this summer. For more information as it is released, please see our website: www.youthmusictheatreuk.org.

How to Apply

Please complete the online form available [here](#).

If you have any questions difficulties, please feel free to get in touch with Jenny Wilkinson, Assistant Producer.

020 8563 7725 | jennywilkinson@ymtuk.org

Deadline

31st March 2019.

Interviews for shortlisted applicants will take place throughout April. For those outside of easy traveling distance to London, Skype interviews can be easily arranged.