



Freelance Stage Manager

Role Description

Application deadline - 23 August 2023

Job Role: Freelance Stage Manager



Dates	31 October to 10 November 2023 (plus 0.5 x prep day), 12-15 January 2024
Location	Glasgow, Aberdeen, Dundee, London
Reports to	Head of Artistic Planning
Key terms	The role will be remunerated at £175 per day (for a maximum of 10 working hours per day) and £87.50 per half day (maximum 5 working hours). While on tour outside of Edinburgh and Glasgow, travel, accommodation and subsistence payment will be provided. You must have self-employed status and a valid UK driving licence.
Role purpose	We are looking for a freelance stage manager for the touring production of <i>in Sync</i> , a 45-minute choreographed and memorised musical performance for 12 string musicians designed for audiences aged 11+. The freelance stage manager will deliver the November tour in Scotland (3 public performances in Glasgow and Aberdeen, 4 schools performance days in Glasgow, Aberdeen and Dundee) and January tour to Kings Place in London.
Key tasks	With support from the staff team, the role includes acting as main point of contact on the performance days with musicians and venues, overseeing the build / strike of the set, preparation of props and simple lighting setup and driving, loading and unloading the company van.
Essential	<ul style="list-style-type: none">• Stage management experience, ideally in a performing and / or touring context• Demonstrable experience in a relevant production or project assistance role – this could be within an arts organisation, charity or education setting, or any other relevant context• Knowledge and experience of manual handling and safe loading of vehicles• Working knowledge of H&S practice relevant to the role• Ability to follow stage plans and technical riders• Experience of driving for work
Desirable	<ul style="list-style-type: none">• Experience of working in school / community settings

How to apply

To apply, send your CV to the address below by 12 noon on Wednesday 23 August 2023. Should you wish to discuss the role in advance of the deadline, please contact Head of Artistic Planning Stuart Burns at stuart.burns@scottishensemble.co.uk to set up a time for an informal chat.

As part of our commitment to a fair recruitment process we ask that you remove names of any educational establishments from your CV. All applications will be anonymised before shortlisting occurs.

Short, informal interviews will be held either in person or online in late August / early September.

Applications should be sent to: chris.gemmell@scottishensemble.co.uk by 12 noon on Wednesday 23 August 2023.

We also request that you complete our [Equality, Diversity and Inclusion Monitoring Form](#) – all data is gathered anonymously. This data helps us to reflect on whether our recruitment processes are attracting and reaching a diverse range of candidates, and adapt our processes and language accordingly.