

Going Places Ltd.



JOB REFERENCE: 123-SJS10014

JOB TITLE: Performing Arts/Theatre Assistant

EMPLOYER: GOING PLACES LTD

LOCATION: SALISBURY

SALARY: Variable (mainly freelance work)

WORKING HOURS: Variable

DESCRIPTION

Working in the theatre appeals to many people as an exciting and varied career. While there is a range of essential jobs that need doing production managers, as well as technical staff - are employed on a freelance basis. Freelancers work for different companies on particular productions. Working hours are long and involve evening, weekend and night work. The job requires talent, creativity and a great deal of technical knowledge, as well as plenty of energy and drive.

DUTIES TO INCLUDE

- reading and analysing scripts, perhaps working with a writer to adapt them if necessary
- Supporting the auditions and performers
- working with a creative team to create the right look for the production - in terms of scenery, staging, special effects and lighting
- Attending rehearsals and instructing performers
- Working front of house
- Supporting the ticket office
- Working with the costume department

SKILLS REQUIRED

- You need to be talented with a great deal of creativity
- An understanding of technical knowledge
- Plenty of energy and drive
- Excellent communication skills
- Good organisational skills
- Ability to work as part of a team but also use own initiative
- Be observant and safety conscious
- Excellent decision making skills

PERSONAL QUALITIES

- Be supportive of other members within a team
- Motivated, keen and enthusiastic
- Patience and the ability to remain calm
- Empathetic and caring
- Work well under pressure
- Maturity and personal confidence
- Problem solving and thinking outside of the box
- A willingness to get involved to accomplish

QUALIFICATIONS REQUIRED

5 GCSEs Grade 9 – 3, including English and Maths alongside courses related to theatre at all levels, including BTEC Level 3 National qualifications in production arts and performing arts, foundation degrees, HNDs and degrees.

Please send your CV, Application Form and a covering letter to:

Mrs Chloe Newton
Going Places Ltd
37 Guild Street
London
EC3R 9EH

Quoting Job Reference.