

# Stage Management Team - Recruitment Pack 'The Deal'

# A new immersive show by Dream Awake China Ltd.

Dream Awake is a new company founded by Amit Lahav, the Artistic Director of Gecko. The company's debut production, *The Deal*, is an immersive physical theatre show with live music staged on a beautiful 1960s cruise ship (Ancerville known locally as Minghua) being redeveloped to house the show. It is permanently docked in the vibrant area of SeaWorld in the buzzing city of Shenzhen, China.

The show will be created by Amit and a team of talented creatives which include: Associate Director Chris Evans Assistant Director Andres Velasquez Set Designer Rhys Jarman Lighting Designer Chris Swain Composer Michael Crean Sound Designer Thor McIntyre-Byrnie Costume Designer Kat Heath Production Management by The Production Family Produced by Dream Awake with support from Tiny Dragon Productions

The show has been through auditions and R&D in the UK during 2024, with more intensive rehearsals scheduled for Spring 2025 before opening in China in June/July 2025.

We're looking for an experienced stage management team to be part of making this exciting new show come to life.

Job Descriptions for Assistant Stage Manager (page 11), Deputy Stage Manager (page 13), Technical Stage Manager (page 15), Company Stage Manager (Page 17), and

Rehearsal Sound Operator (page 20) roles are at the end of this pack, along with details of how to apply.

- To apply please send a copy of your CV plus a cover letter that explains your suitability for the chosen role to info@dreamawake.uk
- The deadline for applications is 10am GMT on Monday 20th January 2025.
- Please set out what role you are interested in applying for in the subject title of the email as well as in the body of the cover email itself.
- Refer to the Job Description to help explain your suitability for the role you're applying for in your cover email. Please include why your skills and experience are a good fit, but also why this might be of particular interest to you at this stage in your career.
- Please confirm that you are available for all the dates listed and that you have read and understood the Visa Restrictions of being able to work in China and that you are able to undertake a contract if offered one.
- Online interviews are most likely but we can accommodate in person if preferred. We can facilitate in person meetings in: London, Brighton or Newcastle (please let us know your preference when applying)

# We look forward to hearing from you!

# Dream Awake

Dream Awake is a new company founded by Amit Lahav (Artistic Director of Gecko). The company's debut production, The Deal, is a large-scale immersive show staged on a beautiful 1960s cruise ship redeveloped to house the show and permanently docked in the vibrant city of Shenzhen, China. The show will be created by Amit and produced by Dream Awake with support from Tiny Dragon Productions; rehearsing in the UK in Spring 2025, before technical rehearsals and opening in Shenzhen in Summer 2025.



The Show

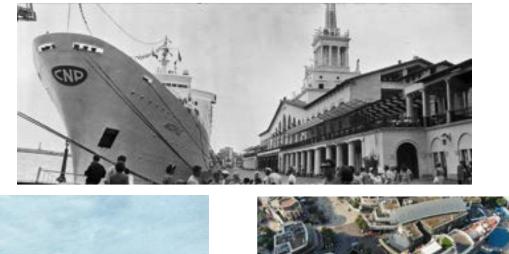
The Deal is an immersive, promenade-style theatre dance production set in the evocative world of 1920s Paris. Inspired by *Faust* and *The Overcoat*, the show invites audiences into a dreamlike journey through frozen streets, surreal office spaces, and lively jazz bars. At the heart of the story is Marcel, a young man striving for a better life, caught between ambition, love, and the allure of an irresistible offer. As he navigates rivalry, temptation, and the consequences of his choices, the production explores themes of desire, sacrifice, and the cost of success.

With its immersive staging and atmospheric design, *The Deal* creates a richly textured experience for audiences, blending movement, narrative, and live music to transport them into Marcel's world.

This unique production requires a skilled and adaptable stage management team to support its dynamic, multi-location storytelling and ensure seamless execution of its intricate, immersive elements.

# Ship History

The show will be housed in the newly refurbished ship, Minghua (or Ancerville). The cruise ship is a true icon of the local area having been docked in Shekou, Shenzhen since the 1980s where she laid the foundation for the Sea World resort area.







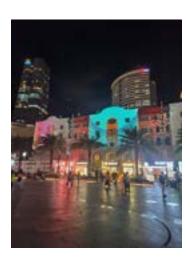
Minghua's History:

- The ship's original name Ancerville comes from France where the ship was originally built in Marseille. Her first voyage was launched by president Charles De Gaulle in 1962.
- In 1973 she was handed over to China Ocean Shipping Company (COSCO) and renamed Minghua. From 1973 - 1979 she completed trips for diplomatic relations and

international trade such as helping to transport builders and goods from China to Africa for the Tanzania to Zambia railway construction, and serving as a refugee ship in Vietnam in 1978.

- From 1979 1983 she was used as a cruise liner for holiday makers and became one of the first Chinese vessels in the international tourism industry, opening up new tourism routes to Australia, Thailand, Singapore and Malaysia.
- Finishing her last cruise on 20th May 1983, Minghua arrived back in China to find her permanent home in Shekou.
- In 2024 work started on fully refurbishing the whole ship as a tourist destination once again. One half of the ship becoming food, beverage and retail outlets. The other becoming the bespoke multi-level theatre in which *The Deal* will be staged!













#### Team Information

The UK team is made up of the following people who will be present across the UK rehearsals, plus the tech and opening period in China:

Core Team	Core Team				
Amit Lahav	Artistic Director				
Matt Runham	Executive Producer				
Tanya Peters	DAC Producer				
Pippa Fox	General Manager				
Sophie Payne	Production Co-Ordinator				
Emma Bell	Finance & Admin Officer				
Creative Team					
Chris Evans	Associate Director				
Andres Velasquez	Assistant Director				
Rhys Jarman	Designer				
Verity Sadler	Design Associate				
Michael Crean	Composer & Musical Director				
Chris Swain	Lighting Designer				
Thor McIntyre-Burnie	Sound Designer				
Kat Heath	Costume Designer				
Technical & Production					
Dominic Baker	Production Director / The Production Family				
Oliver Levett	Technical Manager / The Production Family				
The Rigging Team	Rigging & Performer Flying				

Our partners and co-producers in China are CMG (China Merchant Group). They are responsible for the renovation of the ship and the ongoing running of the show.

- Alina General Manager
- Shannon Company Manager
- Pipi Audience Director

Across UK rehearsals and the tech period in China there will be a UK technical and stage management team comprised of:

- Technical Stage Manager Company Stage Manager
- 1 x Deputy Stage Manager 2 x Assistant Stage Managers
- Dresser Props Supervisor
- Lighting Associate Sound Associate
- Head of Rigging Health & Safety Advisor
- Show Control Programmer Production Carpenter

#### Cast Information & Draft Rehearsal Schedule

The aim is that there will be two shows each night in China, and that each performance allows up to 200 audience members to take part. For this reason, we will have two performing casts and bands each night, plus off-stage performers and musicians to allow for cover for illness/ injury/ holiday.

In total, there will be 30 performers and 8 musicians in China who will perform in the show on a rotation basis:

- 12 performers / 3 musicians in show 1
- 12 performers / 3 musicians in show 2
- 6 performers / 2 musicians off stage

As such, we will stagger when each cast joins the creation and rehearsal process in the UK as per the following draft schedule:

Date w/c	Activity			
w/c 3rd March 2025	Stage management prep week and rehearsal set install (CSM & TSM only)			
w/c 10th March 2025	Rehearsal week 1			
w/c 17th March 2025	Rehearsal week 2			
w/c 24th March 2025	Rehearsal week 3			
w/c 31st March 2025	Rehearsal week 4			
w/c 7th April 2025	Rehearsal week 5 (Mon - Sat)			
w/c 14th April 2025 (BH Fri)	Rehearsal week 6 (Mon - Thurs)			
w/c 21st April 2025 (BH Mon)	Rehearsal week 7 (Tues - Sat week)			
w/c 28th April 2025	Rehearsal week 8 (trial audience journeys TBC)			
w/c 5th May 2025 (BH Mon)	Paid holiday week			
w/c 12th May 2025	Travel & acclimatisation / dry tech week			
w/c 19th May 2025	Tech week 1 - China			
w/c 26th May 2025	Tech week 2 - China			
w/c 2nd June 2025	Tech week 3 - China			
w/c 9th June 2025	Tech week 4 - China			
w/c 16th June 2025	Tech week 5 - China			
w/c 23rd June 2025	Tech week 6 - China (test audience run no.1 TBC)			
w/c 30th June 2025	Tech week 7 - China (preview perfs with invited audience TBC)			
w/c 7th July 2025	Tech week 8 / Dress / Show opens			
w/c 14th July 2025	Run (& handover)			
w/c 21st July 2025	Run (& handover)			
w/c 28th July 2025	Run (& handover)			

#### <u>Visas</u>

A working visa (Z visa) for China is a requirement of this job. You must enter the contract with the following:

- Hold a valid passport
- Passport must have a minimum of 12 months validity remaining, and a minimum of 2 blank pages for visas and entry/departure stamps
- Proof of legal status (if applying outside of your country of citizenship)
- No known reasons as to why you may not be eligible for a visa for China
- Not having been previously refused a visa for China

You'll need to provide the following documents to Dream Awake ahead of your visa application:

- Completed personal information (form will be sent)
- Digital passport photograph
- Scan/copy of your passport data page
- Proof of legal status (if applying outside of your country of citizenship)
- Scan/copy of any previous visas for China (if applicable)
- Scan/copy of any other currently valid visas (if applicable)
- Scan/copy of any other currently valid passports (if applicable)

Dream Awake will complete the applications online on behalf of everyone, and you will then be required to take your printed application documents and passport to one of the Chinese Visa Application Centres. In the UK they are in London, Manchester, Edinburgh and Belfast.

More info on visas:

https://bio.visaforchina.cn/LON3\_EN/qianzhengyewu

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	Draft Weekly Performance Schedule (Perf times tbc):									
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday				
Off	Off	Show 1 7.45pm	Show 1 7.45pm	Show 1 7.45pm	Matinee 1	Matinee 1				
		Show 2 8.30pm	Show 2 8.30pm	Show 2 8.30pm	Matinee 2	Matinee 2				
					Show 1 7.45pm	Show 1 7.45pm				
					Show 2 8.30pm	Show 2 8.30pm				

#### Weekly Performance Schedule

The estimated running time of each show is 2 hours.

There is a bespoke rehearsal studio in China (separate to the ship) which will be used throughout the tech period and ongoing running of the show. The rehearsal studio has:

- A studio space large enough to mark out the various rooms/scenes from the show
- Offices of the CMG staff working on the show
- Shower & toilet facilities
- Shared kitchen facilities
- Break out / green room space
- A dedicated physiotherapy room and full-time physiotherapist

#### Contract:

- You will be contracted by Dream Awake China Ltd. (a UK registered company).
- Payment will be upon receipt of invoices, and you are responsible for your own tax and NI payments.
- For UK based rehearsals there is a relocation allowance of £300 per week to book your own accommodation from (for those not able to stay at their home address for rehearsals)
- Return travel between your home address and the rehearsal location will be covered (for those not able to stay at their home address for rehearsals). Plus, return travel between your home address and the airport.
- The cost of your visa for China will be covered by Dream Awake
- Return flights to China and self-catering accommodation in China will be provided by CMG. Per diems will not be provided in China
- The contract is exclusive, and you will not be able to undertake other work unless agreed in advance.
- You will receive one fully paid holiday week (w/c 5<sup>th</sup> May 2025) after rehearsals finish as part of your contract with Dream Awake.

#### Local Information:

#### Shekou, Shenzhen:

Shekou, located west of Shenzhen, is renowned for its livability and international character. Shekou is nestled along the coastline and offers a blend of modern, urban convenience and natural beauty. The area is home to diverse residential options, lush parks, and scenic waterfronts, creating an ideal environment for families and professionals. As a hub for expatriates, Shekou boasts a multicultural atmosphere with many international schools, dining options, and cultural activities. It is also a gateway to the Greater Bay Area, with excellent transportation links, including ferry connections to Hong Kong and Macau.



#### Food & Drink:

- The Sea World area is filled with restaurants and cafes that serve local Chinese food as well as international cuisines.
- The main supermarkets in Shenzhen are Sam's Club, Costco, Ole, and Freshippo (plus others)

Transport:

• Shenzhen has a metro system for getting around the city.

- Didi, the Chinese version of Uber is also very convenient for short journeys around the city.
- The city has its own airport for international flights Shenzhen Bao'an International Airport. The next closest international airport is Hong Kong International Airport.
- The Shekou Ferry Port in Shenzhen has direct ferries (that take around 30 mins) to Hong Kong Centre, Hong Kong International Airport, Macao and Zhuhai.
- You can also get the high speed bullet train between Shenzhen and Hong Kong, and the main railway station in Shenzhen has longer trains to the majority of cities in mainland China.

# Language & Customs:

- Mandarin is the official language of China and is the language most widely used in Shenzhen.
- Microsoft translator is the recommended app for translation.

# Currency:

• The currency in Shenzhen and mainland China is Chinse Yuan Renminbi (RMB). The current exchange rate is roughly 9 RMB = £1 GBP

# Languages:

The performance is in multiple languages because it is an international cast and they
use their own languages to perform in. Cantonese is the main language of Guangdong
province where Shenzhen is. Most locals also speak Mandarin, and many speak
English. Being so close to Hong Kong means that English is more widely spoken than in
some other areas of China. Microsoft Translator is a recommended app for translation.
CMG's General Manager, Company Manager and Audience Director are fluent in both
Mandarin and English. There will be other translators available to help the project
especially during the technical rehearsal.

# Illness / Injury in China:

- The team on the ground (Chinese Company Manager and Resident Director from UK) will be your first point of contact if you do become ill or injured.
- If you need medical treatment, CMG will arrange this for you and come with you to any appointments if needed for translation.

#### Job Descriptions

#### Job Description: Assistant Stage Manager (ASM)

#### Role Overview

We are seeking an enthusiastic and adaptable Assistant Stage Manager (ASM) to join our team for a technically ambitious and immersive theatre-dance production. This role is ideal for individuals with strong organisational skills, a proactive mindset, and the ability to thrive in a collaborative, fast-paced environment. You will play a key role in ensuring the smooth running of backstage operations, managing props, assisting with stage cues, and contributing to the handover process to a local stage management team.

Key Responsibilities

- Props Management: Organise and manage all production props, including running props and backstage storage. Maintain an efficient system for tracking, setting, and maintaining props throughout rehearsals and performances.
- Backstage Operations: Create and implement efficient backstage processes, ensuring seamless transitions during performances.
- Costume Setting: Assist with the setting and handling of costumes as required, ensuring performers have everything they need for smooth changes.
- Cue Delivery: Deliver and execute stage cues during performances, maintaining precision and coordination with the technical and creative teams.
- Performer Flying Cues: Work on performer flying cues where required (training provided).
- Talent Development: potential to act as book cover under the guidance of the DSM.
- Team Collaboration: Work closely with the DSM, technical crew, and performers to foster a positive, collaborative atmosphere backstage. To have a trusted open connection with performers.
- Handover Process: Contribute to the comprehensive handover of backstage operations to the local Chinese stage management team, ensuring the ongoing smooth running of the production.

#### Person Specification

The ideal candidate will:

• Have experience as an ASM, ideally on productions with complex technical, prop, or immersive elements.

• Be highly organized, with an eye for detail and a proactive approach to problem-solving.

• Demonstrate an optimistic, positive outlook and a collaborative attitude, helping to create a motivated and happy working environment for all involved.

• Be adaptable and willing to take on a variety of responsibilities, including props management, costume setting, and technical cues. Tell us about any other skills and

experience you have that could be useful in any of the project phases (e.g. possibility to cue Sound during UK Rehearsals).

• Have strong communication and interpersonal skills, with the ability to work effectively in a diverse, multicultural team.

• Be comfortable working under pressure and contributing to a fast-moving production schedule.

• Show an interest in developing their stage management skills, including opportunities to train as book cover.

# **Contract Details**

- Start date 10th March 2025.
- End date 4th August 2025.
- Pay: £650 per week
- You will be contracted by Dream Awake China Ltd. (a UK registered company).
- Payment will be upon receipt of invoices, and you are responsible for your own tax and NI payments.
- For UK based rehearsals there is a relocation allowance of £300 per week to book your own accommodation from (for those not able to stay at their home address for rehearsals)
- Return travel between your home address and the rehearsal location will be covered (for those not able to stay at their home address for rehearsals). Plus, return travel between your home address and the airport.
- The cost of your visa for China will be covered by Dream Awake
- Return flights to China and self-catering accommodation in China will be provided by CMG. Per diems will not be provided in China
- The contract is exclusive, and you will not be able to undertake other work unless agreed in advance.
- You will receive one fully paid holiday week (w/c 5<sup>th</sup> May 2025) after rehearsals finish as part of your contract with Dream Awake.

This role is a fantastic opportunity to gain experience in an immersive and technically complex production, while also contributing to the professional development of a local stage management team.

# How to Apply

Please send your **CV and a cover letter** (up to 2 sides of A4) detailing your relevant experience to <u>info@dreamawake.uk</u> with **Your Name** and the **Role** you are applying for in the **Subject**.

# Applications close on 20th January 2025 at 10am GMT

We are committed to fostering a diverse and inclusive working environment, opportunities for all and we welcome applications from candidates of all backgrounds.

#### Job Description: Deputy Stage Manager (DSM)

#### **Role Overview**

We are seeking a highly skilled, personable and kind Deputy Stage Manager (DSM) with specific experience of working with live musicians or on musicals, alongside experience in the immersive theatre sector, to join our team for an immersive promenade physical theatre and dance production. You'll be working with a talented creative team, the Production Family (Production and Technical Direction), and a truly international performing company including live musicians; it's an exciting largescale, ambitious and creatively rewarding project that blends music, dance, and physical theatre. You will play a key role throughout the UK rehearsal period, the whole China-based Technical Rehearsal period, premiering the show and handing over to local DSMs. There will be both challenges and huge satisfaction making this ambitious show come to life within the extraordinary fit out of the ship.

#### **Key Responsibilities**

• Cueing the Show: Operate cues during performances, ensuring precision and alignment with the music and action. You will be cueing the lighting and sound using QLab, viewing the various performance areas with CCTV on screens - similar previous experience would be an advantage.

• Music Integration: Work closely with the creative team and musicians to maintain synchronization of technical elements with the action and score. The ability to read music or follow a musical score is a significant advantage.

• Technical Rehearsals: Collaborate with the director, associate and assistant directors, and technical crew during an intensive technical rehearsal process to meet the production's complex needs.

• Team Leadership: Work as part of the stage management team to manage the stage and company coordination aspects of the production. Provide guidance and support to Assistant Stage Managers (ASMs), contributing to their development as potential book covers.

• Handover Process: Train and hand over responsibilities to local DSMs during the first month of performances, ensuring a smooth transition.

• Immersive & Physical Theatre and Dance: Apply previous experience in immersive theatre, music/musicals, or dance/physical theatre to meet the unique demands of the production.

• Communication: ensuring clear and consistent communication to ensure progress and inclusion - communicating across all departments, the performing company and co-producers. You must have fluent English. Any other languages an asset; Mandarin or Cantonese invaluable.

• Talent Development: Support and mentor ASMs and local team members as part of an ongoing talent development initiative across all departments.

• Team Collaboration: Work closely with the wider creative and technical teams, maintaining a warm, collaborative, and professional working environment.

#### Person Specification

The ideal candidate will:

- Have previous experience cueing shows, ideally on shows with significant technical and musical elements.
- Be confident in cueing complex productions and working with a musical score (ability to read music is highly desirable).
- Demonstrate prior experience in immersive, dance, or physical theatre productions.
- Be personable, approachable, and warm, with excellent communication, kindness and interpersonal skills.
- Thrive in challenging and fast-paced environments, showing resilience and adaptability.
- Have a strong sense of team building, a sense of leadership and a commitment to fostering growth within the team.

# **Contract Details**

- Start date 10th March 2025. End date 4th August 2025.
- Pay: £700 per week
- You will be contracted by Dream Awake China Ltd. (a UK registered company).
- Payment will be upon receipt of invoices, and you are responsible for your own tax and NI payments.
- For UK based rehearsals there is a relocation allowance of £300 per week to book your own accommodation from (for those not able to stay at their home address for rehearsals)
- Return travel between your home address and the rehearsal location will be covered (for those not able to stay at their home address for rehearsals). Plus, return travel between your home address and the airport.
- The cost of your visa for China will be covered by Dream Awake
- Return flights to China and self-catering accommodation in China will be provided by CMG. Per diems will not be provided in China
- The contract is exclusive, and you will not be able to undertake other work unless agreed in advance.
- You will receive one fully paid holiday week (w/c 5<sup>th</sup> May 2025) after rehearsals finish as part of your contract with Dream Awake.

This role offers a unique chance to contribute to a groundbreaking production, collaborate with a diverse team, and leave a legacy by training up local stage management professionals to deliver an amazing show.

# How to Apply

Please send your **CV and a cover letter** (up to 2 sides of A4) detailing your relevant experience to <u>info@dreamawake.uk</u> with **Your Name** and the **Role** you are applying for in the **Subject**.

#### Applications close on 20th January 2025 at 10am GMT

We are committed to fostering a diverse and inclusive working environment, opportunities for all and we welcome applications from candidates of all backgrounds.

#### Job Description: Technical Stage Manager

#### **Role Overview**

We are seeking an experienced and highly skilled Technical Stage Manager (TSM) to oversee the technical and backstage operations of a large-scale, immersive theatre-dance production. This is a technically complex project requiring excellent organizational skills, strong leadership, and a hands-on approach to solving challenges. The TSM will play a pivotal role in ensuring the smooth running of all technical aspects of the production, supporting rehearsals, and delivering a comprehensive handover to the local Chinese technical team.

#### **Key Responsibilities**

• Technical Operations Management: Working alongside other Technical Team members Coordinate and oversee all technical aspects of the production, including rigging, lighting, sound, automation, and performer flying. Ensure all elements are executed safely, on time, and to the highest standard.

• Show Running: Manage technical rehearsals and performances, ensuring cues and transitions are executed smoothly in coordination with the stage management and creative teams.

• Sound Department Oversight: Have a strong understanding of sound department requirements, including setting up, running shows, and troubleshooting sound systems within the venue.

• Backstage Leadership: Lead the backstage team, fostering a collaborative and professional atmosphere while maintaining efficiency during rehearsals and performances.

• Venue and Show Setup: Oversee the technical setup and smooth running of the venue and production infrastructure, ensuring that all technical requirements are met for rehearsals and performances.

• Handover Process: Prepare and deliver a thorough and detailed handover of all technical operations to the local Chinese technical team after the first month of performances. Ensure the team is fully trained and supported during the transition period.

• Health and Safety Compliance: Ensure all technical activities are carried out in accordance with health and safety regulations. Conduct risk assessments and implement necessary safety measures.

• Problem Solving: Quickly troubleshoot and resolve technical challenges during rehearsals and performances, minimizing disruptions to the production.

• Equipment Management: Oversee the maintenance and organization of technical equipment, ensuring all resources are kept in excellent working condition.

• Collaboration: Work closely with the Creative, Production, and Stage Management teams to align on the technical requirements of the show. Support the integration of creative elements with technical execution.

• Talent Development: Contribute to the training and development of team members, including mentoring local technical staff during the handover phase.

#### Person Specification:

The ideal candidate will:

• Have significant experience as a Technical Stage Manager on large-scale or immersive productions, preferably involving dance or physical theatre.

• Demonstrate excellent technical knowledge across multiple disciplines, ideally including rigging, lighting, sound, and automation.

• Possess a good understanding of technical sound department requirements, including experience setting up and running shows and venues.

• Be a strong leader, with proven experience managing backstage teams and fostering a positive, efficient work environment.

• Have excellent organizational and problem-solving skills, with the ability to manage competing priorities under pressure.

• Be adaptable and proactive, capable of responding effectively to the dynamic needs of a technically demanding production.

• Show strong interpersonal skills and the ability to communicate effectively with diverse teams, including performers, technicians, and creative personnel.

• Be committed to delivering a smooth and professional handover to local technical teams, ensuring a positive legacy for the production.

# **Contract Details**

- Start date 3rd March 2025. End date 4th August 2025
- Weekly Fee: £800
- You will be contracted by Dream Awake China Ltd. (a UK registered company).
- Payment will be upon receipt of invoices, and you are responsible for your own tax and NI payments.
- For UK based rehearsals there is a relocation allowance of £300 per week to book your own accommodation from (for those not able to stay at their home address for rehearsals)
- Return travel between your home address and the rehearsal location will be covered (for those not able to stay at their home address for rehearsals). Plus, return travel between your home address and the airport.
- The cost of your visa for China will be covered by Dream Awake
- Return flights to China and self-catering accommodation in China will be provided by CMG. Per diems will not be provided in China
- The contract is exclusive, and you will not be able to undertake other work unless agreed in advance.
- You will receive one fully paid holiday week (w/c 5<sup>th</sup> May 2025) after rehearsals finish as part of your contract with Dream Awake.

# How to Apply

To apply, please submit your CV and a cover letter (up to 2 A4 pages) detailing your relevant experience and suitability for the role to info@dreamawake.uk

# Applications close on 20th January 2025 at 10am GMT

We are dedicated to fostering a diverse and inclusive working environment and encourage applications from individuals of all backgrounds.

# Job Description: Company Stage Manager Role Overview

We are seeking a highly skilled and compassionate Company Stage Manager (CSM) to lead the management and operational processes for a complex and ambitious immersive theatre-dance production. This role requires exceptional organizational skills, a strategic approach to management, and a commitment to fostering a positive, sustainable, and inclusive environment for the entire performing company and stage management teams.

The CSM will play a pivotal role in both UK rehearsals and the international handover to a Chinese team. This includes developing and implementing robust management practices that ensure the durability and integrity of the production, as well as the well-being and professional growth of all involved.

# Key Responsibilities

Pre-production and Rehearsals (UK):

- Establish and implement management processes and procedures to ensure the smooth running of rehearsals and performances.
- Lead the development of cast and crew schedules, including rotation rotas, call times, and rehearsal timetables.
- Collaborate with creative and production teams to anticipate and address logistical challenges during rehearsals.
- Act as the primary point of contact for performers and stage management teams, providing pastoral care and practical support throughout the rehearsal period.

# Technical Rehearsal and In Performance (China):

- Liaise closely with the Chinese Company Manager to:
- Coordinate accommodation arrangements for the UK team.
- Support processes related to residence permits, contracts, and performer liaison.
- Mastermind cast rotation schedules, ensuring fair and efficient processes for performer breaks, holidays, and replacements.
- Implement an injury management plan, including processes for accessing physiotherapy and addressing absences.

• Develop sustainable procedures for holiday applications and cast well-being, in collaboration with the Chinese Company Manager.

• Facilitate a smooth handover to the Chinese stage management team, ensuring that all processes and protocols are well-documented and easy to follow. Sustainability and Talent Development:

• Design and implement an annual process for extending contracts and recasting, ensuring continuity and talent development.

• Promote opportunities for professional growth and skill development among cast and crew, embedding this ethos into the production's long-term sustainability plan. Management and Communication:

• Maintain open, professional communication with the commissioner and co-producer CMG and their staff, ensuring the production meets their expectations while protecting the integrity and efficiency of UK teams.

• Act as a supportive leader for the stage management team, fostering collaboration, creativity, and a positive working atmosphere.

• Manage the logistical and operational challenges of immersive, promenade, and unconventional performance spaces with creativity and expertise.

• Uphold the highest standards of professionalism, treating everyone involved with warmth, kindness, and respect.

Person Specification

The ideal candidate will:

• Have extensive experience as a Company Stage Manager or in a comparable leadership role on large-scale productions, preferably in immersive, promenade, or unusual performance spaces.

• Be an exceptional organizer and communicator, with a proven track record of implementing and maintaining efficient management processes.

• Demonstrate strong problem-solving skills and the ability to think creatively under pressure.

• Be empathetic and approachable, with a genuine commitment to pastoral care and creating a supportive environment for cast and crew.

• Have experience developing cast schedules, managing rotations, and planning for injuries or absences.

• Show a commitment to fostering professional growth and talent development within a team.

• Possess excellent interpersonal skills, with the ability to liaise effectively with international counterparts and stakeholders.

• Be adaptable and resourceful, capable of navigating the challenges of an international handover process.

#### **Contract Details**

- Start date 3rd March 2025. End date 4th August 2025.
- Weekly Fee: £800
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- Return flights to China and self-catering accommodation in China will be provided by CMG. Per diems will not be provided in China
- The contract is exclusive, and you will not be able to undertake other work unless agreed in advance.

• You will receive one fully paid holiday week (w/c 5<sup>th</sup> May 2025) after rehearsals finish as part of your contract with Dream Awake.

#### How to Apply

To apply, please submit your CV and a cover letter (up to 2 A4 pages) detailing your relevant experience and suitability for the role to info@dreamawake.uk

#### Applications close on 20th January 2025 at 10am GMT

We are dedicated to fostering a diverse and inclusive working environment and encourage applications from individuals of all backgrounds.

#### Job Description: Sound Operator (Rehearsals)

#### Role Overview

We are seeking a skilled and detail-oriented Sound Operator to support the sound department during UK rehearsals for an immersive theatre-dance production. The Sound Operator will play a critical role in managing multiple small rehearsal PA setups, operating QLab, and mixing microphones for live musicians. The role requires technical proficiency, adaptability, and excellent communication skills to ensure all sound elements run smoothly during rehearsals. This is a rehearsal-only position, and the role will conclude once the show transitions to its performance phase in China.

# **Key Responsibilities**

- Load, organize, and manage sound files in QLab for use during rehearsals and technical runs.
- Operate QLab during rehearsals, ensuring accurate and seamless execution of all sound cues.
- Set up, calibrate, and operate multiple small PA systems across various rehearsal spaces.
- Mix microphones for live musicians, ensuring high-quality sound output during rehearsals.
- Test and troubleshoot audio systems and equipment, resolving technical issues promptly to maintain the rehearsal schedule.
- Collaborate with the Sound Designer and creative team to implement adjustments to sound cues and system configurations.
- Maintain clear and accurate documentation of all sound settings, configurations, and cue lists for the eventual handover to the Chinese team.
- Provide support for any additional audio needs during the rehearsal process, as required.

# **Desirable Skills and Experience**

The ideal candidate will have:

- Proven experience operating QLab in professional theatre, dance, or live performance settings.
- Experience of working with choreography and live music, with a strong understanding of musical timing and the ability to follow a musical score and take visual cues.
- Experience working in devised and/or immersive theatre and adapting to creative changes.
- Proficiency in setting up, troubleshooting, and operating small PA systems.
- Strong experience mixing live microphones for musicians or performers.
- Knowledge or experience with Spatial Audio is a plus.
- Excellent troubleshooting skills and the ability to adapt quickly to changing technical requirements.
- Strong understanding of audio systems, including signal flow, microphones, and playback devices.
- A collaborative and positive approach to working with the creative and technical teams.

- High attention to detail, with the ability to execute cues and system changes with precision.
- Organisational skills for maintaining documentation and clear communication during handovers.

# **Contract Details**

- Start date w/c 10th March end date 3rd May 2025
- Please state if you are available for the whole rehearsal period or parts of it. We are open to scheduling around N/As (but would prefer someone who can do the whole period).
- Weekly Fee: £700
- Relocation Allowance: £300 per week if relocation is required for rehearsals.
- Location: UK rehearsals only.
- Duration: Fixed-term contract, concluding at the end of UK rehearsals.
- Reporting to: Sound Designer and Production Manager.

#### How to Apply

To apply, please submit your CV and a cover letter detailing your relevant experience and suitability for the role to <u>info@dreamawake.uk</u>

#### Applications close on 20th January at 10am GMT.

We are committed to promoting diversity and inclusion and encourage applications from individuals of all backgrounds.