



Assistant Stage Manager – *A Midsummer Night's Dream*

JOB DESCRIPTION

Salary:	£829 (+ £82.90 prepaid overtime) per week.
Terms:	15 April 2025 – 23 August 2025.
Hours:	45 hour working week across 6 days a week between 08:00 and 23:30. The overtime buyout shall be paid weekly as a prepayment of the total hours of overtime over the length of the contract.
Reports to:	Company Manager, Stage Manager.
Location:	Bridge Theatre, 3 Potters Fields Park, SE1 2SG.

ABOUT LONDON THEATRE COMPANY

London Theatre Company is a commercial theatre producing company led by Nicholas Hytner and Nick Starr, with an emphasis on new work. Our intention is to create a culture, ethos and economic model that supports writers, directors, designers and actors to work at scale in a space that is complementary to those of the subsidised theatre and West End. A new venue in King's Cross, Lightroom, opened in 2023.

ABOUT THE BRIDGE THEATRE

The Bridge is London Theatre Company's first new theatre. It has a stunning riverside location on the south bank of the Thames, right by Tower Bridge and five minutes' walk from the transport hub of London Bridge station. It is designed by Haworth Tompkins, winners of the 2014 RIBA Stirling Prize for Liverpool's Everyman Theatre. It has 900+ seats and can be configured in end-stage, thrust and promenade formats.

The Bridge opened for the first time in October 2017, and since then has produced a variety of plays, including *A German Life*, a one-woman show starring Maggie Smith, and *A Midsummer Night's Dream*, an immersive reimagining of Shakespeare's classic. *My Name is Lucy Barton*, performed by Laura Linney, opened on Broadway in January 2020 and *Straight Line Crazy* with a cast led by Ralph Fiennes, transferred to New York in the autumn of 2022.

The Bridge's first musical, an immersive reimagining of *Guys & Dolls* played from March 2023 until January 2025. *Richard II* starring Jonathan Bailey opened in February 2025.

This role will be for the run of the production of *A Midsummer Night's Dream*. Return to the forest this summer – a dream world of flying fairies, contagious fogs and moonlight revels. The seating is wrapped around the action while the immersive tickets allow the story to be followed on foot.

ABOUT THIS ROLE

London Theatre Company are currently looking for an enthusiastic and talented Assistant Stage Manager to join our team for the upcoming revival of our hit production of *A Midsummer Night's Dream*, which previously ran to great acclaim in 2019.



We would welcome CVs from those who have ASM experience working on large-scale shows, preferably with immersive or site-specific theatre.

You will be a key member of the stage management team for rehearsals and the run of the production.

DUTIES AND RESPONSIBILITIES

GENERAL

- Ensure that work materials and all stage management equipment and areas are kept in a tidy and secured manner.
- Attend all rehearsals and show calls as required by the Company Manager, including emergency calls in the event of equipment failure or other incident, particularly if there is a risk of the cancellation of a performance.
- Comply with The Bridge's Health and Safety policies and other policies at all times.
- Manage working hours, and breaks in conjunction with Stage Management Team, and keep timesheet records up to date.
- Such other services as are customarily provided by the Assistant Stage Manager in relation to the production of a first-class musical stage play.
- Any other duties as may be reasonably required in the course of your duties or as instructed by the Stage Manager, Company Manager, Production Manager, General Managers or Director of Productions from time to time.

DURING REHEARSALS AND PERFORMANCES

- Under the supervision of the Stage Manager, continue to maintain the artistic aims of the creative team, to the highest possible standard, whilst assisting the Company Manager, Stage Manager, Production Manager and Director of Productions to ensure the effective use of allocated staff and resources in running the show.
- Learn to a proficient level various plots/tracks within your department so that you are able to provide holiday or absence cover for other members of your department as required.
- Perform all Stage Management plots, oversee performances and rehearsals and look over elements of running the show to ensure its smooth and safe delivery (And learn & alternate other department plots as required).
- Recognise where maintenance work needs to be carried out/replacements are required and ensure they are reported to ensure no show delays.
- Facilitate and participate in Access performances, activities and events to promote the production as required.



- Have an awareness of understudy and swing performances ahead of each show and make necessary adjustments, if any.
- Assist with the maintenance of all props and set, in conjunction with the relevant creative team members, stage management team and in house staff, including checks prior to each performance.

ADMINISTRATIVE

- Assist the Stage Manager in compiling show paperwork including but not limited to up to date stage management cue sheets, theatre crew cue sheets and other paperwork relevant to the show bible, both soft and hard copy, to such a level as to ensure an accurate reference to allow the Production to be remounted at a later date.
- Assist with managing stage management petty cash, including the timely placing of any orders for goods and equipment required by Stage Management as approved by the Producer.
- Assist with administrative tasks as needed, with the Stage Manager.

PERSON SPECIFICATION

ESSENTIAL

- Proven experience as an Assistant Stage Manager
- Ability to work well within a large Stage Management team.
- Strong organisational and time management skills.
- A proactive approach to work.

DESIRABLE

- Experience with immersive or site-specific theatre and dealing with large audiences in a confined space.

HOW TO APPLY

To apply: please email recruitment@londontheatrecompany.co.uk with your CV and covering letter about why you would like to be considered for the position. We also ask that you complete an Equal Opportunities Monitoring Form either via [this link](#) or via our website.

Deadline for applications: Wednesday 12 March, 12 noon

Interviews will take place: During the week commencing Monday 17 March 2025.



For more information or if you have any queries please visit [our website](#) or email recruitment@londontheatrecompany.co.uk

We are an equal opportunities employer and value diversity. We encourage applicants from different backgrounds and different experiences.