# ASSISTANT STAGE MANAGER – *To Have And To Hold*

Responsible to – Head of Production & Technical, Producer/Programmer

Contract – Fixed term. 31st March 2025 (rehearsals begin) – 24th May 2025 (final performance).

# Fees

**£547.24 per week**

Relocation allowance of **£234** per week (subject to Equity/UK Theatre Rules).

**PLEASE NOTE: *The fee offered is subject to change, dependent on the UK Theatre/Equity ratified rates which increase by the rate of CPI published in February 2025.***

Hours of Work – In line with UK Theatre/Equity.

# Key Dates

* Rehearsals begin: Monday 31st March 2025
* Fit up: w/c Monday 21st April 2025
* Technical and Dress Rehearsals: w/c Monday 28th April 2025
* First Performance: Thursday 1st May 2025
* Final Performance: Saturday 24th May 2025

**PLEASE NOTE:**

* We do not intend work any Bank Holidays, but rehearsals are expected to take place on Saturday 19th April (Easter weekend).
* Sundays are always dark throughout rehearsal and performance weeks.
* During performance weeks, Mondays are also dark.

**About the Production**

**To Have And To Hold – *written by Richard Bean, directed by Terry Johnson***

For better or for worse, for richer or for poorer… Until death do us part…  
After sixty years of marriage, Jack and Florence have successfully mastered the fine art of bickering. Living in the picturesque village of Wetwang in rural East Yorkshire in their three-bed semi, they’re certainly beginning to feel their age. But with the help and support of local wheeler dealer “Rhubarb Eddie” and cousin Pamela, they’re getting along just fine.  
  
When their writer son and entrepreneur daughter make an appearance to help get their affairs in order, chaos descends, family gripes are aired, and secrets are uncovered. Will Jack and Florence be left alone to live out the rest of their days in peace? Or do their children have other ideas?

# About the Role

We are looking for an Assistant Stage Manager for Hull Truck Theatre’s upcoming production of *To Have And To Hold,* written by Richard Bean and directed by Terry Johnson.

We are looking for an Assistant Stage Manager to:

* Assist with the smooth running of rehearsals, including marking up, maintenance and the organization of the rehearsal spaces.
* Working with the Stage Management team to manage props and furniture; sourcing,

maintaining, storing, and moving.

* Working on stage during performances, technical and dress rehearsals, coordinating cast and moving props and scenery as needed.
* Supporting the Cast and Stage Management team throughout rehearsals.
* To support the welfare of the Cast during the rehearsal and performance period.
* To attend Production meetings as required.

**General**

* To work within, promote and comply with current legislation and Hull Truck Theatre’s policies and practices, including Equality, Inclusion, Safeguarding and Health & Safety, both in the delivery of services and the treatment of others, and to ensure adherence to these policies by freelance workers.
* The Health and Safety at Work Act and other associated legislation places responsibility for the Health and Safety of all employees. Therefore, it is the post holder’s responsibility to take reasonable care for the Health, Safety and Welfare of themself and other employees in accordance with legislation and the company’s Health and Safety Policy.
* To promote and comply with the theatres Green policy practices to lessen the environmental impact of Hull Truck Theatre.
* To take positive action to promote Equal Opportunities in all aspects of the work of Hull Truck Theatre
* The above duties may involve having access to information of a confidential nature that may be covered by the General Data Protection Regulation. Confidentiality must be maintained at all times
* To always act in the interests of Hull Truck Theatre

# About You

The successful applicant will have professional experience as an Assistant Stage Manager on similarly sized midscale productions. We are particularly interested in hearing from Black and Global Majority candidates, D/deaf candidates, Disabled candidates, and any candidates who are underrepresented within the theatre industry.

# How to Apply

Please apply with a CV, references, and a link to your website or portfolio (if applicable). Please send these to [recruitment@hulltruck.co.uk](mailto:recruitment@hulltruck.co.uk).

If you’d like to apply by another format, including video, or if you are experiencing any barriers to accessing the information, then please contact our recruitment team via email at [recruitment@hulltruck.co.uk](mailto:recruitment@hulltruck.co.uk)

The deadline for applications is **WEDNESDAY 5TH FEBRUARY 2025**

Interviews will take place on **MONDAY 10TH FEBRUARY 2025**