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# Stage Manager

*Four Felons and a Funeral*  
Autumn 2024 Tour

## Job Pack

**GOYA**



## About GOYA Theatre Company

GOYA Theatre Company is an award-winning music theatre company.

GOYA makes new work about right now. Our productions are bound together by a love of ensemble storytelling and a fascination with the meeting point of music, text and movement.

Always collaborative, always queer and rarely predictable, our work is full of contradictions. We experiment with the form of musical theatre. Platforming Queer voices and offering opportunities to early-career LGBTQIA+ artists, we are proud to share our work with audiences across the UK.

GOYA's work has been seen at venues across the UK, including the North Wall Arts Centre; the Other Palace Theatre; the King's Head Theatre and the Oxford Playhouse. In 2022, we brought three new pieces of work to the Edinburgh Festival Fringe: *Sex with Friends*, *Don't Say Macbeth* and *Don't Shoot the Albatross* and won the Musical Theatre Review's 'Special Award.' In 2023, we returned with *Four Felons and a Funeral* and *Actually, Love*.

Right now, we're developing a new musical adaptation of Alice in Wonderland called *SUPERREAL* and taking *Four Felons and a Funeral* on tour in September/October 2024.

**GOYA**



## ***Four Felons and a Funeral* – Studio Theatre Tour**

In Autumn 2024 we will be rehearsing and touring our new musical, *Four Felons and a Funeral*. This is a feel-good, rom-com, road trip musical about found family, letting go of the people we've lost, and learning to lean on the ones we've got.

Rehearsal and tour dates are as follows:

9 – 20 September 2024

Rehearsals in London

23 – 28 September 2024

Production and Performance week, Birmingham Hippodrome

02 – 04 October 2024

Tech and Performances at Pleasance London

05 October 2024

Tech and Performance at Mercury Theatre, Colchester

09 – 10 October 2024

Tech and Performances at North Wall Arts Centre, Oxford

**GOYA**

# Job Description

## Job Purpose:

- To support the Director and manage the *Four Felons and a Funeral* company during rehearsals and on tour ensuring the efficient running of the rehearsal room and productions in tech and performance and the wellbeing of the company (on-stage company consists of four actors and one musical director)
- To operate LX OR live sound mix all shows of *Four Felons and a Funeral*
- To support the Producer and with venue technicians act as manager for *Four Felons and a Funeral* on tour, ensuring that a safe, tidy and welcoming environment is provided for all audiences.

The Stage Manager is engaged to perform Stage Management duties on the production, including but not limited to:

## REHEARSALS:

- To liaise with the Director and rehearsal assistant to source any props and set dressing for the production.
- To send out daily rehearsal calls and rehearsal reports to the production creatives as required.

## COMPANY

- To support and manage the *Four Felons and a Funeral* company during rehearsals, production, and on tour.
- To send out weekly and daily calls and rehearsal and tour schedules as appropriate



# Job Description (cont.)

## PRODUCTION

- To either operate LX or live sound mix *Four Felons and a Funeral* at tour venues as per the weekly touring schedule drawn up by the Producers and as mutually agreed.
- To complete any day to day maintenance that may be required of the set, props, furniture and dressing for the production according to the Director's and Designer's requirements and within budgets and parameters agreed with Producer.
- To deliver rehearsal and show reports for *Four Felons and a Funeral* GOYA Theatre Company creative team.

## ON TOUR

- To be responsible for transporting the set and props of *Four Felons and a Funeral* between the rehearsal room and touring locations.
- To strictly monitor and adhere to the weekly schedules as provided by the Producer.
- With the Producer, be the first point of contact for the FOH staff at each tour venue and liaise day to day with the FOH at each tour venue to ensure the smooth running of the show.
- To liaise with tour venues, if required by the Producer

## SCHEDULES

- To strictly monitor and adhere to the weekly schedules as provided by the Producer.
- With the Director manage the rehearsal schedule.
- With the Director and Producer manage the schedule and running of technical rehearsals.
- To manage the prop sourcing budget within the parameters set by the Producer.

## GENERAL

- To adhere to the Health and Safety Policy of the company, undertaking such duties as are required, and ensuring that reasonable care is taken to ensure a healthy and safe working environment.
- To undertake any other appropriate duties which the Producer may allocate.



# Person Specification

This is an ideal role for someone based in London who is passionate about new musical theatre. We are looking for someone who wants to gain experience in a senior, multifaceted Stage Management role within small-scale touring.

## Essential:

- A passion for theatre and, in particular, musical theatre.
- Some previous stage management experience.
- Demonstrable ability to perform the duties listed above.
- An organised yet flexible approach and calm under pressure
- Dedicated and committed with excellent focus and organisational skills
- Ability to be creative and resourceful in problem solving
- Awareness and experience of health and safety legislation and practice
- Experience of and ability to operate QLab
- Good team player
- A full, valid and in-date driving license.

## Desirable:

- First Aid trained.
- Experience with live sound mixing



## Salary and Subsistence

- £600 p/w for 4 weeks (2 weeks rehearsal and 2 weeks compressed touring)
- All accommodation at touring venues provided outside London.
- Reimbursement of any fuel costs incurred while travelling on tour.

## How to Apply:

Please send through a CV and cover letter to [info@theatregoya.com](mailto:info@theatregoya.com). Shortlisted applicants will then be invited to a short interview with the Director and Producers of GOYA Theatre Company.

Deadline for all applications to be submitted is **9 August 2024** at 6pm BST. We may close this role earlier than the specified deadline above if we find a suitable candidate.

All offers are made subject to receipt of satisfactory references, proof of identity, address and eligibility to work in the UK.

## Equality and Diversity:

We welcome and encourage job applications from people of all backgrounds, particularly those from under-represented groups in the arts. We commit to interviewing people who identify as disabled, Global Majority and/or working class who can demonstrate they meet the level of knowledge and skills required to do the job.

If you would like to submit your application in a different format, for example as a short video or audio message, please let us know by emailing [info@theatregoya.com](mailto:info@theatregoya.com).

**GOYA**