

October 2024

Thank you for your interest in the post of Assistant Director – Animal Farm.

This pack includes information on the job description, person specification and details on how to apply. Please read all the information carefully before starting your application. Only relevant information will be considered when shortlisting applicants for interview. You may find it helpful to look at the Stratford East website www.stratfordeast.com for general information on the theatre's policies, current programme and past history.

We would like all applicants to know that if they need additional support during the recruitment process we are happy to make reasonable adjustments.

Access requirements for the application process

We want to make this application process as accessible as possible and supply large print application packs. We will accept covering letters and CVs in a video or audio format.

We appreciate that some candidates will have needs which mean that it is preferable for them to submit a recorded application, rather than a written one.

Recorded applications should be:

- No longer than 4 minutes, unless longer is needed to meet your access needs
- We welcome application videos in BSL

If you have any specific requirements including anything you might need should you get called for interview (e.g. interpreters, information in different formats etc.), or would like to discuss any aspect of the role in confidence, please contact recruitment@stratfordeast.com.

Please note, any information you provide around your access requirements will not form part of the shortlisting process.

To apply for the position, please send us the following:

- Your name, postcode and, if you'd like to, your preferred pronouns
- A summary of your Directing credits. This can be in your preferred format: CV, paragraphs or bullet points.
- Your answer to the question: 'Why are you interested in working with Amy Leach, Stratford East, Leeds Playhouse and Nottingham Playhouse on this specific project?'
 - When answering we encourage you to tell us about your experiences, skills and interests so that we can understand as much about you and your suitability for the role as possible.
 - If you're writing the answer then please keep it to one side of A4. If it's filmed or recorded, then please keep it to less than four minutes.
- Let us know your access requirements (eg. Printing on coloured paper, step-free access, BSL interpreter etc.)

Send your application to: recruitment@stratfordeast.com

The deadline for receipt of completed applications is **10:00am on Friday 25 October**. Applications received after 10:00am on the deadline date will not be accepted.

It is intended that initial interviews will take place on **w/c 04 November or w/c 11 November**.

Safeguarding and Safer Recruitment Practises

Stratford East is committed to safeguarding and embeds safeguarding in all of its working practices.

As part of our recruitment process, we ask applicants to agree to undertake a DBS check and complete a self-disclosure form, if applicable to the role.

If required, applicants will need to complete a self-disclosure form if invited to an interview. The completed form should be brought to the interview in a sealed envelope, marked 'confidential'. The envelope will only be opened, and the contents reviewed, as part of our referencing process, if the candidate is successful. All unopened disclosure forms will be shredded.

References are only sought for successful candidates, when referees are approached, we will ask them to assess the candidate's suitability for the role if it involves working with children, young people, and vulnerable adults.

JOB DESCRIPTION

We are looking for an Assistant Director for our upcoming production of ANIMAL FARM by George Orwell, adapted by Tatty Hennessy and directed by Amy Leach. ANIMAL FARM is produced by Stratford East and Leeds Playhouse in association with Nottingham Playhouse, and forms part of Stratford East's 140th Anniversary season.

About Animal Farm

"All animals are equal. But some animals are more equal than others."

When a group of exploited animals rebel against their human farmer-tyrant and take control of the land that they live on, they hope to create a world where they can be equal, happier and free. As power shifts and a new leader emerges, they soon face the age-old question: is the grass truly greener on the other side?

In the year George Orwell's political fable marks its 80th anniversary, Director Amy Leach and Designer Hayley Grindle introduce a fresh interpretation to the stage that explores loss of identity, the seductive

allure of greed, and the corrupting nature of political power. Adapted by Tatty Hennessy, this exciting and thought-provoking story of treachery and rebellion provides a timely reminder of the true meanings of equality.

Creative audio description will be available at all performances from press night at Stratford East onwards and the cast will include deaf and disabled actors.

Duties and responsibilities include:

- Working in collaboration with the Director and Creative Team to realise the artistic aims of the production
- Attending, supporting and participating in production meetings and creative team meetings, rehearsals, technical rehearsals and preview performances
- Completing pre-production research and preparation
- Supporting the Director with the creative delivery of the production
- Running rehearsals and warmups when required
- Working with the Director and Stage Management team to create rehearsal schedules
- Contributing to keeping the cast and creative team moving forwards positively, embracing changes and working collaboratively and inclusively
- Attending the show on tour (at Leeds Playhouse and Nottingham Playhouse)
- Checking and noting the production during its run to maintain quality.
- Overseeing understudy/cover rehearsals including the regular understudy/cover rehearsal call and ensuring that the understudies/covers are ready to perform to a professional standard throughout the run of the production
- Attending and facilitating pre- and post-show question and answer sessions and outreach events

Person Specification:

	Essential	Desirable
Experience and Knowledge		
Early career/established director: experience working on a professional production (can be of	X	

any scale as a director, associate director, assistant director or similar)		
Knowledge of production process and practices	X	
Understanding and experience of embedding accessibility into a production		x
Personal Attributes		
Team player who enjoys collaborative working	X	
High level of organisation and attention to detail	x	
Demonstrable alignment with core culture and values of Stratford East, Leeds Playhouse and Nottingham Playhouse	X	
Enthusiasm for theatre and the arts	X	
Someone who is excited by the creative process and interested in working with people of different experiences	x	

Dates and Time Commitment:

The Assistant Director will be required on a full-time basis throughout the rehearsal process, technical rehearsals and previews up to and including Press Night at Stratford East. They will be required to attend at least once a week for noting and supporting the production during the run, on a schedule to be agreed subject to their availability. They will also be required to attend the get-in and preview periods when the production tours to Leeds Playhouse and Nottingham Playhouse.

Rehearsals: from Mon 06 Jan – Sat 01 Feb 2025 at Leeds Playhouse

Stratford East

Technical Rehearsals commence: Mon 03 Feb 2025

First Preview Performance: Fri 07 Feb 2025

Press Night Performance: Thu 13 Feb 2025

Final Performance: Sat 08 Mar 2025

Leeds Playhouse

Fit up and tech from: 10 Mar 2025

First performance: Wed 12 Mar 2025

Final Performance: Sat 29 Mar 2025

Nottingham Playhouse

Fit up and tech from: 31 Mar 2025

First performance: Wed 02 Apr 2025

Final Performance: 12 Apr 2025

Fee and Expenses:

- £4,550
- You will be eligible for travel and accommodation expenses depending on your location.
- Please note that you will be contracted as self-employed and responsible for your own tax and National Insurance contributions.

INFORMATION

Stratford East is committed to a policy of equal opportunities embracing diversity in all areas of activity and positively welcomes applications from disabled people and people of all ethnicities.

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