

## Assistant Director Role

### Group Portrait in a Summer Landscape

#### Part-time, freelance, fixed-term contract

To work as an Assistant Director on a new play by Peter Arnott, *Group Portrait in a Summer Landscape*, and to support the delivery of the creative vision for the production. The play will be performed at Pitlochry Festival Theatre in August and September 2023 and at the Royal Lyceum Theatre in October 2023 and is directed by David Grieg.

This is an ideal opportunity for a director looking to develop their craft and work alongside the creative team gaining valuable experience of making work for producing theatres and their audiences.

**Dates:** 17 July to 26 August at Pitlochry Festival Theatre and 2 to 5 October at Royal Lyceum Theatre

Rehearsals: 17 July to 18 August – 3 days a week – Monday, Tuesday, and Friday (15 days)

Production Week at PFT: 21 to 24 August (4 days)

Preview Performances: 25 and 26 August (2 days)

Transfer to Royal Lyceum Theatre: 2 to 5 October (4 days)

**Total:** 27 days including 2 days of preparation

**Fee:** £2,800

**Reports to:** Producer, Pitlochry Festival Theatre

#### Application Process and How to Apply:

Closing date for applications is Monday 15 May at 12 noon.

Interviews will be held during the week of 22 May on Zoom.

Please complete the Job Application Form downloadable from the website and return it by post to Deborah Dickinson, Pitlochry Festival Theatre, Port na Craig, PH16 5DR or by email to [deborah.dickinson@pitlochryfestivaltheatre.com](mailto:deborah.dickinson@pitlochryfestivaltheatre.com) using the subject line 'Assistant Director Post'. Please ensure that all questions on the application form are fully completed and that you include details of relevant experience and the qualities you believe you could bring to the position. Pitlochry Festival Theatre and Royal Lyceum Theatre aim to attract, develop, and retain the best talent for all roles and will always appoint based on merit. We consider that diversity is good for the art we make, good for artists, good for audiences, and good for the cultural sector. We welcome applications from all sections of the community, particular applicants with a disability and those from a global majority background as currently these groups are underrepresented across our entire workforce.

If you have any queries regarding the role, please email

[deborah.dickinson@pitlochryfestivaltheatre.com](mailto:deborah.dickinson@pitlochryfestivaltheatre.com)

#### DUTIES AND RESPONSIBILITIES

- Assisting the Director as required
- Liaising with creative and production departments at both Theatres
- Supporting rehearsals and conducting research as requested by the Director
- Supervising rehearsals and warm-ups when required
- Attending production meetings
- Keeping an eye on the company and feeding back to director
- Watching the show at regular, pre-agreed intervals and updating the director
- Liaising with the Stage Manager as required

- Supporting the Director during technical rehearsal, and taking responsibility for elements of technical rehearsals if required
- Liaising with creative and production teams
- Attending wrap-around events, including post-show discussions as requested
- Supporting the Director with the transfer of the production from Pitlochry Festival Theatre to Royal Lyceum Theatre
- Abiding by all Pitlochry Festival Theatre policies and procedures
- Being a positive advocate for Pitlochry Festival Theatre and the Royal Lyceum Theatre
- Undertaking any other duties as may reasonably be requested by the Director.

## PERSON SPECIFICATION

### Essential skills and attributes:

- Experience of directing
- Experience of working with professional casts
- A desire to build a career as a director
- Excellent communication and administration skills
- Ability to prioritise, work well under pressure and adapt to new situations
- A proactive and positive attitude
- Ability to work independently and under your own initiative.

### Desirable skills and attributes:

- Experience of working in a producing theatre organisation
- An interest in audiences and theatre in the round
- Experience of leading discussions with a range of people.

## OUTLINE TERMS AND CONDITIONS INFORMATION

**Contract:** The post of Assistant Director is offered on a part-time, freelance, fixed-term basis over the period 17 July to 5 October 2023.

**Fee:** The fee for the post is £2,800. The fee will be paid in 3 payments by BACs transfer. This fee is based on the UK Theatre/ Equity Theatre Directors' current agreement rate which is agreed until 1 April 2023. Any future rates agreed by UK Theatre and Equity will be applied.

**Hours of Work:** The normal daily hours are 8 hours per day to be worked flexibly in agreement with the Director. Hours are to be worked flexibly on the understanding that the production will require evening and weekend working. Your meal break is unpaid and will normally be one hour. Overtime is not applicable to this post. We appreciate that evening and week-end work is difficult for some people, and we are happy to discuss how we can support with any impact this may have on you.

**Notice Period:** 2 weeks on both sides.

**Travel Allowance:** Travel allowance depending on your home base.

**Base:** Pitlochry Festival Theatre, Port na Craig, Pitlochry PH16 5DR from 17 July to 26 August and Royal Lyceum Theatre, 30b Grindlay St, Edinburgh EH3 9AX from 2 to 5 October.

All offers of employment are subject to the candidate being able to provide suitable proof of their eligibility to work in the UK and satisfactory references.

Thank you for expressing an interest in the position of Assistant Director on *Group Portrait in a Summer Landscape*.