

## **ATC's touring production of RICE**

RICE by Michele Lee is the European premiere produced by Actors Touring Company & Orange Tree Theatre in association with Theatre Royal Plymouth.

<https://www.atctheatre.com/production/rice/>

**Contracting producer: ATC**

### **Terms:**

**Contract period Jan 10 – April 15, 2021**

**Salary: £494 pw (ITC minimum) + touring allowance £311.20**

<https://www.itc-arts.org/rates-of-pay/>

\*From April 5, 2022, the ITC minimum rates may benefit from an annual increase.

We also pay applicable holiday pay, and offer a contribution to your pension, if requested.

To apply, please send your CV to [recruitment@atctheatre.com](mailto:recruitment@atctheatre.com) by **03 December 2021**.

### **Key Dates:**

10 Jan – 29 Jan	Rehearse in London
31 Jan - Feb 3	Production week, Theatre Royal Plymouth
Feb 4 - 12	Performances at Theatre Royal Plymouth (Drum)
Feb 18-19	Performances at North Wall Oxford
[W/c Feb 21	TBC]
28 Feb – 3 March	Rehearsal in Scarborough for in-the round performances
4 - 5 March	Performances at Stephen Joseph Theatre Scarborough
7-9 March	Performances at Crucible Theatre Sheffield (Crucible Studio)
17-19 March	Performances at Unity Theatre Liverpool
[W/c March 21	TBC]
March 29-30	Performances at HOME Manchester (Studio)
April 1 - 2	Performances at Northern Stage Newcastle (Stage 2)
[W/c April 4	TBC]
April 13 - 14	Performances at York Theatre Royal (main house)

### **Team**

Director: Matthew Xia

Associate Director: Ameera Conrad

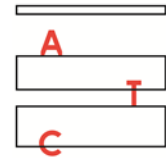
Production Manager: Matt Ledbury

Lighting Associate: Chris McDonnell

Cast: 2 actors (casting TBC)

Tour team:

Director / Associate Director, PM, Lighting Associate – attend all moves, i.e. 1<sup>st</sup> show in each venue



CSM, DSM – attend throughout

### **Job Description**

#### **COMPANY STAGE MANAGER (CSM)**

The CSM leads the stage management team.

The role has responsibility for the safety, morale, professionalism and well-being of the production and its personnel on tour – and for liaising with the ATC management team on any aspect of concern with the above.

#### Key tasks:

- Liaise with the Production Manager on get-ins and get-outs from all venues and to lead on the get-ins and outs once in the venue
- Take joint responsibility for the smooth running of rehearsals and production week, in conjunction with the Production Manager and Deputy Stage Manager
- Work with the Deputy Stage Manager with the maintenance and repair of props, costume and set and undertake basic laundry duties as necessary
- Contribute to the development and maintenance of good relations with the venues visited and to uphold the reputation and standing of the production and of ATC at all times
- Ensure that good health and safety standards are maintained
- Ensure the facilitation of workshops, Q&As and other ancillary events in conjunction with the Director and/ or Associate Director
- Report to management as required and keep in active dialogue with the ATC management team
- Take responsibility for driving, navigation and routine maintenance of the tour van
- Handle petty cash responsibly and efficiently
- Implement and promote the company's Environmental Sustainability policy throughout the duration of the tour
- Other duties as required by the Artistic and Executive Director and as appropriate in the best interests of the production.

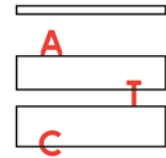
#### Line Management:

- The CSM line manages the DSM
- The CSM is line managed by the ATC Executive Director

### **Skills and experience**

*Essential*

Clean Driving Licence



Demonstrable experience in relevant professional roles

A team player with the ability to communicate effectively with people at all levels both internally and externally

Able to cope with the demands of working flexibly for the hours that a theatre inevitably demands

#### *Desirable*

First Aid Qualification

Fire Safety trained

#### **Green Rider**

Our touring model enables us to show the best in international contemporary theatre to diverse audiences around the UK and abroad. Our venue-free model enables us to make innovative and risky choices. At the same time, we recognise that our work can negatively affect the environment and we enjoy finding ways in which we can reduce the impact of our work, both in the office and while on tour. We would like to encourage artists, organisations and venues collaborating with us to work towards achieving this goal.

Our objectives are to reduce ATC's resource consumption (energy, water, carbon emissions, creation of waste, use of pollutants) and make significant progress towards carbon neutrality; use our activities to promote environmental sustainability among our audiences and artistic partners; integrate sustainability in all our planning and management decisions.

ATC would like you to take the following into consideration when collaborating on our show:

#### Energy

- Make sure that you turn off all the lighting and equipment when you leave the rehearsal space or the venue.
- Make sure that dressing room lights and air conditioning/heating are not turned on until we arrive unless we specify the need in our technical rider.
- Minimise the amount of time when stage sound, lighting and screen equipment between are on and not in use.
- Liaise with venue over environmental sustainability during the tour to minimise environmental impact of our tour.

#### Travel

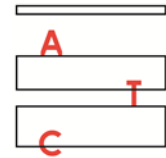
- Choose ecological means of transport where possible (public transport, bike, train).
- Maximise the usefulness of your travels.

#### Waste

- Make sure that all the waste left after the rehearsals and the shows is recycled.
- Adhere to ATC's rehearsal mug policy to avoid using plastic paper or polystyrene cups.

#### General

- Buy recyclable materials where possible.
- Use local suppliers where possible.
- Ensure all the staff at the venues are aware of our commitment to Environmental Sustainability.
- Promote environmentally friendly attitude among the crew



## **Anti-racism Rider**

ATC is an active supporter and advocate for the Anti-Racism Touring Rider.

The Rider was created in 2021 by a consortium of independent theatre companies to establish a baseline of expectations between companies, venues and artists on a touring production.

Please download and read the Rider and Rider Checklist via the website  
<https://antiracismtouringrider.co.uk>

The CSM and ATC Associate Producer are responsible for completing the checklist prior to and if necessary, during each ATC tour.

22.11.21