



China Plate Theatre Limited
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Birmingham B9 4AT
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www.chinaplatetheatre.com

Associate Director – *To The Streets!*

Job Title: Associate Director
Contract: Freelance FTC
Location: Birmingham, West Midlands
Fee: £2,820 (calculated at £564 pw for 5 weeks*)

*Potential uplift for advance work with the Community Company (e.g. auditions) for which we would like to know your availability in May and June.

Project Timeline:

Rehearsals: 25 July – 18 August 22
Tech & Dress: 15 – 18 August 22
Performances: 19 – 28 August 22

About the project and the person we're looking for:

China Plate Theatre and Birmingham Hippodrome are seeking a dynamic Midlands-based Associate Director for *To The Streets!* a new concert musical presented as part of Birmingham 2022 Festival.

Written by Roy Williams, with music and lyrics by Tim Sutton, directed by Christopher Haydon, design by Soutra Gilmour and choreography by Dannielle 'Rhimes' Leconte, *To The Streets!* is an uplifting brand-new outdoor production, based on the true events of the Bristol Bus Boycott – a pivotal event in British Civil Rights history.

The Bristol Bus Boycott is an under-remembered historical event which took place in May 1963, as a protest against the refusal of the Bristol Omnibus Company to employ Black and Asian drivers and conductors on its buses.

At the centre of this project is a vital social message about the importance of acceptance, courage and allyship. In this way it will be a fundamentally hopeful piece of event theatre, told with joy and music.

It is important to us that the creative team of *To The Streets!* is representative of the communities it shows on stage, therefore we particularly encourage candidates of Black and South Asian heritage. Black is defined for these opportunities as people of Black African, Caribbean, Afro-Latinx and African-American heritage, including those of mixed-Black heritage who identify as such.

China Plate is an inclusive organisation and an equal opportunities employer. Our aim is to create a diverse and inclusive working environment which reflects the communities we live and work in, both on and off the stage.

ASSOCIATE DIRECTOR (FREELANCE) JOB PACK

About China Plate

China Plate is one of the UK's most prolific and respected independent producers of contemporary theatre – producing, touring and programming work for over 33,000 people in 2019 at 134 venues in the UK and abroad. Our productions have won multiple industry awards including 5 Fringe First Awards

and 3 The Stage Edinburgh Awards and been nominated for an Olivier Award and multiple Offies.

We have worked intensively in the Midlands since 2002, producing regional artists and delivering successful artist and sector development initiatives that have helped lead the growth of a resurgent independent sector.

Vision:

China Plate's vision is of a dynamic and diverse culture of performance that fires the imagination, celebrates live encounters and affects positive change.

Mission:

Challenging the way performance is made, who it's made by and who gets to experience it.

Values:

- Quality and expertise
- Collaboration and connectivity
- Integrity and courage
- Inclusivity and openness
- Diligence and generosity

For more information about the company, please visit www.chinaplatetheatre.com

About Birmingham Hippodrome

At Birmingham Hippodrome we are on a mission to enrich the cultural life of the region.

We are an independent charity, funding our wide-ranging and dynamic programme of theatre, musicals, dance, opera, festivals, education and community activities through ticket sales from our 1,800-seat auditorium, 200-seat Patrick Studio, donations and generous support from local and national trusts and foundations.

In 2019/20 – our 120th anniversary year – we proudly fulfilled our ambitious vision to double our impact to one million moments of cultural engagement: welcoming 550,000 people to performances on our stages and reaching a further 450,000 through our work with our communities, schools and co-produced performances on tour nationally and internationally.

We produced our first main stage youth musical *West Side Story*, involving over 1,000 young people in the process, and co-produced the What's On Stage Award-winning *The Color Purple* with Curve. New, co-commissioned productions with Hippodrome Associates included: Aakash Odedra Company (*Samsara*), Motionhouse (*WILD*), Open Theatre (*The Twisted Tale of Hansel & Gretel*), Rosie Kay Dance Company (*10 Soldiers*), Sonia Sabri Company (*Same Same But Different*) and Zoo Nation: The Kate Prince Company (*Message in a Bottle*, with Sadler's Wells and Universal Music); and a new work from Cuban choreographer Raul Reinoso as part of Acosta Danza's acclaimed *Evolution* touring programme.

We are the largest dance campus outside London, home to Birmingham Royal Ballet (led by Carlos Acosta),

DanceXchange, Dance Consortium, OneDanceUK and The Space; recently developing a new partnership with Chaillot: Theatre National de la Danse (Paris) and being hailed as “a new capital for dance”.

Off stage, we further enhanced our reputation as the leading provider for Festivals, engaging over 150,000 people through performances and participation on our city’s streets through B-Side Hip Hop Festival, co-producing the city’s Chinese New Year celebrations, and a monthly cultural programme in Bullring Grand Central, Birmingham’s flagship retail centre. Our Hippodrome Education Network delivers creative activities in 28 partner schools every week - 19 of which are in the UK’s top 10% most deprived communities - with over 20,000 young people taking part over 100,000 times each year.

Even though our doors have been closed for live performance for 12 months we have continued to find ways to bring arts and culture to our communities. In October 2020 reimaged our auditorium to open the UK premiere of Van Gogh Alive, a socially distanced, multi-sensory experience that brought much-needed joy to the region. We followed this with a message of hope and peace beamed across Birmingham and the Black Country over the new year: the stunning light installation Global Rainbow by Yvette Mattern, in partnership with Global Streets.

As we look to the future, we are proud to place inclusion at the heart of all we do and were delighted to receive the West Midlands Tourism Award for Most Accessible and Inclusive Venue in 2020.

About the project:

China Plate and Birmingham Hippodrome are currently developing *To The Streets!* a brand-new outdoor concert musical based on the true events of the 1963 Bristol Bus Boycott – a pivotal moment in British Civil Rights. Written by Roy Williams OBE, with music and lyrics by Tim Sutton and directed by Christopher Haydon, *To The Streets!* will be performed in the heart of communities in Birmingham, Coventry and Wolverhampton in Summer 2022.

At the centre of this project is a vital social message about the importance of acceptance, courage and allyship. In this way it will be a fundamentally hopeful piece of event theatre, told with joy and music.

Alongside the concert performances will be a programme of artistic events and interventions born of the local community, inspired by the themes of the production.

We are seeking a dynamic, well-organised and enthusiastic Associate Director, based in the West Midlands, to join the creative team of this unique project.

Job Description

JOB TITLE: Associate Director (Freelance)
REPORTS TO: Director
RESPONSIBLE FOR: Community Company (whilst working with the Director on the full process)

FEE: £2,820 (calculated at £564 pw for 5 weeks*)

*Potential uplift for advance work with the Community Company (e.g. auditions) for which we would like to know your availability in May and June.

TERM: FTC, 25 July – 28 August 2022.

LOCATION: This role is West-Midlands based.

HOURS: As freelance position the Associate Director will be responsible for managing their time to deliver the role. Rehearsals will run 10am – 6pm with evening and weekend working required for technical rehearsals and show watching.

MAIN PURPOSE OF ROLE:

The Associate Director is primarily responsible for assisting the Director Christopher Haydon on *To The Streets!*, with a particular focus on direction of the Community Company.

Primary Responsibilities:

- The Associate Director will work closely with the Director to develop the artistic vision of the show.
- With the Director develop strategies for working with professional and non-professional performers of varied experience.
- Lead on rehearsal of Community Company.
- Deputise for the Director, including show watching and noting, as needed.

Pre-Production Tasks & Responsibilities:

- Attend creative production meetings as required by the Director.
- Work with the Director to develop the artistic vision of the show.
- Liaise with the Director, Producer(s), Production Manager and Stage Management to create realistic rehearsal schedules.
- Work with the Director to develop strategies for working with professional and non-professional performers of varied experience.

Production Tasks & Responsibilities:

- In line with the Director's artistic vision, lead on direction of Community Company as scheduled.
- Be available to assist Company members when not scheduled for a specific rehearsal.
- During full runs take notes or scribe for the Directors notes.
- May be required to communicate individual notes to Company members following full runs.
- May be required to further rehearse or rework scenes following full runs, as requested by the Director.
- Remain positive and be encouraging at all times, in particular exemplifying leadership of the Company.
- During the performance may either remain side-stage, or watch from the audience.

Post-Production Tasks & Responsibilities:

- Provide feedback on the project to the Producer during debrief meeting.

The skills and experience we're looking for include:

- Has Associate directed on at least one production (full productions not rehearsed readings)
- Has directed at least one professional production
- Has an interest in or experience of working on musical theatre
- Has an interest in or experience of using music and dance in their work
- Has an interest in or experience of working with a community company/cast/chorus
- Ability to carry out pre-production factual, textual research
- Is confident in drawing together visual research and mood boards.
- Has the ability to be supportive and sensitive in the rehearsal room
- An understanding or lived experience of West Indian and/or South Asian culture/traditions

Person Specification:

- The Associate Director will act as an ambassador for the project, this will require strong interpersonal and organisational skills.
- Ability to work under pressure.
- Ability to take initiative.

- Highly organised with ability to coordinate multiple individuals and manage competing workloads.
- Excellent administration skills with a strong attention to detail.

Personal attributes

- Passionate about the arts
- Ability to work independently balanced with excellent team skills
- Excellent communication and relationship building skills
- Personable and friendly, with a sensitivity to the diverse local communities engaged as Community Company members and audiences.

Safeguarding: Children, Young People and Vulnerable Adults

China Plate Theatre and Birmingham Hippodrome are committed to the safe recruitment and selection of employees, freelancers and/or volunteers whose duties include direct contact with children, young people and/or vulnerable Adults. To fulfil the job specification the successful candidate may be required to:

- provide an enhanced DBS check that is no more than 2 years old. If this is not possible, China Plate Theatre will carry out an enhanced DBS check on their behalf;
- provide two references from employers that have employed the candidate to carry out duties that included direct contact with children, young people and/or vulnerable adults within the last 5 years;

- Sign up to China Plate Theatre's Safeguarding Code of Conduct;
- Undertake a Safeguarding induction with China Plate Theatre's Safeguarding Lead prior to the first scheduled interaction with children, young people and/or vulnerable adults;
- Work within the guidelines outlined in China Plate Theatre's Safeguarding Policy.

How to Apply

Deadline Midday on Tuesday 19th April 2022.

Please submit the following as attachments or hyperlinks to info@chinaplatetheatre.com

- **Either:** Written statement (no more than 2 sides of A4)
- **Or** a video or audio file (no more than 5 minutes duration)

Highlighting:

- why you are attracted to this opportunity
- the art you are most passionate about or excited by
- how you feel best placed to fulfil the role
- any other experience that shows how you meet the person specification

And

- **Equal Opportunities Monitoring Form** - Available to download here:
<https://chinaplatetheatre.com/opportunities/>
- You are also welcome to send a **CV** (no more than 2 sides of A4) though this is not an essential requirement.

If you would like this information in an alternative format, or would like to discuss any questions you have about the

**role please contact Producer Tamara Moore on
tamara@chinaplatetheatre.com**

Please mark your email **ASSOCIATE DIRECTOR
APPLICATION.**

All candidates will be notified by phone or email to confirm whether they have been shortlisted.

Interviews for shortlisted candidates will be held w/c **25th April 22** either in person or via Zoom (tbc).

China Plate is an inclusive organisation and an equal opportunities employer. Our aim is to create a diverse and inclusive working environment which reflects the communities we live and work in, both on and off the stage.

Thank you for your interest in this role – we look forward to hearing from you.

Data Protection

As part of this process your application may be shared (in confidence) with project partners. Your details will be held securely and access limited only to those involved in the recruitment process. Your information will be kept on file by China Plate Theatre for at least three months and destroyed no later than twelve months after.

Submission of your CV to China Plate Theatre indicates your consent to your data being used in this manner. For further information on China Plate Theatre's Privacy Policy please visit our [website](#).