

TAVAZIVA



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URGENTLY SEEKING

Assistant Stage Manager for TAVAZIVA TOUR of BOY'S KHAYA

Dates between 18th Sept – 18th Nov 2021

The Assistant Stage Manager will drive the touring van and work closely with the Tour Re-lighter & Stage Manager and Production team to ensure the smooth running of the show BOY'S KHAYA.

TAVAZIVA is a London based company.

<https://tavazivadance.com/productions/boys-khaya/>

Fees: £3,440 plus accommodation and per-diems

ROLE – you'll need to:

- Arrange the hire, collection and return of a long wheel-based touring van (van hire paid by The Company)
- Drive van, load and unload all equipment including flight cases and dance floor from storage base in London for touring to 8 UK venues.
- Assist the Tour Re-lighter & Stage Manager with the get in to the theatres, when the lighting is installed, and the get out, when all the equipment is removed
- liaise directly with the personnel of the company and dancers where necessary, at each venue, for the duration of tour dates
- liaise with Front of House staff at each venue
- Assist with laying the dance floor and the cleaning of it and the stage
- Ensure the conditions, air temperature and backstage and onstage areas consider the health and safety and wellbeing of the dancers.
- manage costumes or any props if necessary
- assist with Risk Assessments, Health & Safety and Covid procedures and policies
- Set up and run rehearsal schedules (already in place)
- take charge of the show once it starts, running the backstage and onstage areas during performances

- make sure that what is supposed to happen during a performance happens and handling any problems that occur
- call dancers for rehearsals and performances
- ensure the company's welfare and maintain a good working knowledge of all relevant health and safety legislation and good working practice
- assist with any emergencies that may arise
- be flexible and self-motivated with the ability to work well with Dancers and other theatre staff.

Please note: Secure parking for the van is expected to be at each tour venue. Outside of those times, the ASM will take the van to a prearranged secure parking area or return the equipment back to storage and return the hired van.

Essential: Hold a clean UK driving license
Desired: First Aider

Summary of Engagement:

BOY'S KHAYA 2021	
Pre-production Process	18 Sept Rehearsal and tech run 19 Sept DRESS RUN / Audience At Theatre Peckham 22 Sept Get-out/Load van only
Venues	
Octagon Theatre Yeovil: 28 th Sept	26 Sept load van / travel 27 Sept Get in 28 Sept performance 29 Sept (stayover) (accommodation and per diem provided)
Roses Theatre Tewksbury: 2 nd Oct	30 Sept travel 1 Oct Get in 2 Oct performance 3 Oct (stayover) (accommodation and per diem provided)
Platform Theatre Glasgow: 6 th Oct	4 Oct travel 5 Oct Get in 6 Oct performance 7 Oct Travel/Get-in
Festival Theatre Edinburgh: 8 th Oct	8 Oct Performance 9 Oct travel
Jersey Arts Centre: 21 st Oct	19 Oct travel Poole to Jersey ferry (ASM only - 19 Oct Technician to fly) 20 Oct Get in 21 Oct Performance 22 Oct travel Jersey to Poole ferry 23 Oct return to storage/return van (tbc)
Mercury Theatre Colchester: 2 Nov	31 Oct load van/travel (tbc) 1 Nov Get in 2 Nov Performance 3 Nov travel

Lillian Baylis, Sadlers Wells, London: 8 th Nov London base	7 Nov Get in 8 Nov Performance 9 Nov – return to storage/return van (tbc)
Ronda Mcgaw, Woking: 18 th Nov London base	16 Nov load van/travel 17 Nov Get in 18 Nov Performance
Returns of Equipment to: - Tavaziva Dance	19 th Nov

FINANCIAL TERMS

Fees:	<p>Total: £3,440 plus accommodation and per-diems</p> <p>Breakdown:</p> <p>Production Week 2021: 18-19 Sept – Dress Run - £150</p> <p>22 Sept Collect and load van end of day from Theatre Peckham – £80</p> <p>Travel day fee - £80</p> <p>Get in or Performance Day fee - £150 per day</p> <p>Plus Per-diems (Travel and Working Days only).</p> <p>Note timings will vary on venue to venue with performance times differing. Average will be a 12hr day including get-out.</p>
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Please contact: Beth Cinamon on 07905 165 688 or beth.cinamon@tavazivadance.com



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