



Deputy Stage Manager: *Elmet*

Application Pack 2025



We're delighted that you're interested in applying for the role of Deputy Stage Manager of *Elmet* produced by The Javaad Alipoor Company (TJAC).

This pack contains:

- Information about the company
- How to apply
- Job description
- Summary of terms

If you'd like this document in a different format, please contact recruitment@javaadalipoor.co.uk.

ABOUT THE JAVAAD ALIPOOR COMPANY

The Javaad Alipoor Company (TJAC) makes ambitious, risk-taking, contemporary theatre, rooted in experimental and multi-platform practice. Our work leans into complexity to interrogate the key issues of our time. We ask questions and make connections, led by internationalist values and spearheaded by diverse voices, to understand the world we have made and can make differently.

TJAC was founded in 2017 by Javaad Alipoor, the Bradford-raised now Manchester-based British-Iranian artist, writer, director, actor and political activist. Over the past eight years, with Alipoor at the helm as Artistic Director, we have developed a signature brand of theatre that explores the complexities and contradictions of the 21st century informed by our Manifesto. Past productions include *Made of Mannheim*, a trilingual reimagining of Schiller's Jungfrau von Orleans, and a trilogy of plays - *The Believers are but Brothers*, *Rich Kids: A History of Shopping Malls in Tehran* and *Things Hidden Since the Foundation of the World* - about how technology, global politics and fracturing identities are changing the world. This autumn, The Javaad Alipoor Company returns to where it all began — Bradford — for the world premiere of *Elmet*, our bold new production commissioned by Bradford 2025 UK City of Culture.

ABOUT ELMET

Elmet is an explosive Northern drama, created especially for Bradford 2025 by The Javaad Alipoor Company – coming to Loading Bay, Bradford this October.

It's a gutsy story of family, revenge and the ultimate price of freedom – set in the wilds of the West Riding, conceived and directed by our Artistic Director, Javaad Alipoor, based on the novel by Fiona Mozley, this brand-new production receives its world premiere at Bradford 2025.

Cathy and Danny live apart from the world with towering bare-knuckle boxer Daddy, who's built them an idyll amid the trees on a land "made of myths". But a great reckoning is coming, led by all-powerful local landowner Mr Price – and it threatens to smash apart everything the trio hold dear.

Elmet comes to life on stage with muscularity, gut and grit, with movement from Deb Pugh (Ad Infinitum), new music from folk pioneers, The Unthanks, and design by Good Teeth, building to a jaw-dropping showdown finale.

DIVERSITY & EQUAL OPPORTUNITIES

As a company lead by a British-Iranian, Manchester-based and Bradford-built Director, we are passionate about diversity, and we are committed to building a team that fairly represents our audiences and collaborators.

We know that diverse groups of people make better decisions. We would particularly like to encourage applicants from black, Asian and minority ethnic backgrounds and disabled people to apply for this role.

The Javaad Alipoor Company strives to be an Equal Opportunities Employer and to ensure that no person is unfairly discriminated against in its recruitment and selection policies and procedures.

If you are from an ethnic background underrepresented in our sector or have a disability and demonstrate you meet the essential criteria, we can guarantee you will be invited for interview. Please indicate this in your cover letter as equal opportunity form is kept separate from your application.

Candidates who are shortlisted for interview will be given the opportunity to specify any access needs so that appropriate arrangements can be made.

Your application and any associated personal information will be stored and processed in accordance with our Privacy Policy. We will keep your equal opportunities form for a period of 6 months, after which point the data will be anonymised and aggregated for monitoring purposes. If you are employed by us, the information you supply will be kept securely and will form part of your employment record. All information will be treated in confidence and will not be seen by staff directly involved in the appointment and used only to provide information for monitoring and evaluation purposes.

HOW TO APPLY

If you wish to apply for the position, please email us with the following:

- Your CV detailing your experience & previous, relevant work experience.
- A covering letter (maximum 1 A4 side) OR a video (maximum 3 minutes) describing your suitability for the position and specifically how your experience matches the role, job description and person specification.
- A completed equal opportunities form. Completion of the form is optional and will be kept separate from your application. It will not be seen by the recruitment panel or form any part of the assessment of your application. Any information you provide on this form will only be used by The Javaad Alipoor Company to better understand our reach and help improve future recruitment.
- Contact details for two references; we will seek your permission before making direct contact with any referees. All offers of employment will be subject to the receipt of satisfactory references.

Please submit your application by email with 'Deputy Stage Manager' in the subject line to recruitment@javaadalipoor.co.uk.

RECRUITMENT TIMELINE

Application Deadline: This post is being advertised on a **rolling basis**. Applications will be reviewed as they are received, and interviews arranged based on availability. We encourage interested candidates to apply **as soon as possible**.

Starting date: First day of rehearsals is 15 September 2025.

JOB DESCRIPTION

ROLE SUMMARY

Responsible to: **Stage Manager**

The Deputy Stage Manager (DSM) is a crucial member of *Elmet* production team. They will be joining the cast and creative team for the rehearsal period working closely with the Stage Manager and other technical and production staff to ensure the smooth running of the rehearsal period and will be responsible for operating of the show.

KEY RESPONSABILITIES

- Support the Stage Manager on the overall Stage Management of the production.
- Support the rehearsal process by setting up and clearing the space each day, managing props and furniture.
- Develop and maintain the prompt book, which includes the script, blocking notes, and all technical cues.
- Maintain and distribute accurate records of the rehearsal script, notes, cue sheets
- Distribute rehearsal notes and show reports to all relevant personnel.
- Be responsible for all cue calling during rehearsals, tech and performances operating QLab from the prompt desk.
- Support and facilitate accessible performances, ensuring all elements of the production are integrated into the rehearsal and performance process, coordinating with relevant teams to support accessibility needs for cast, crew, and audiences.
- Be registered First Aider available on site at rehearsals, and where required, for all project activity.
- Assist the Stage Manager in any other duties including but not limited to managing rehearsal schedules, liaising between creative and production teams, managing rehearsals, making recordings, conducting pre-show checks, conducting safety checks,
- Support load in and the strike of the set and equipment after the production closes.
- Work collaboratively with venue and production teams to ensure smooth install, derig, loading and live production.
- Support transport for set pieces, props, costumes, instruments, hires and technical equipment.

- Follow health and safety protocol, ensuring safety measures are taken at all stages of the project and following risk assessments as laid out by the Production Manager.

PERSON SPECIFICATION

Essential

- Ability to commit to the project from 15 September 2025 to 02 November 2025.
- Proven experience as a DSM or equivalent stage management role in professional theatre productions.
- Excellent organisational skills with the ability to maintain accurate prompt books, schedules, and documentation.
- Strong communication and interpersonal skills, able to liaise effectively between creative, technical, and production teams.
- Proficient in using QLab both for programming and operation.
- Confidence in calling technical cues and managing live performances under pressure.
- First aid training or willingness to undertake training.
- Knowledge of health and safety practices within a theatre production environment.
- Ability to problem-solve quickly and remain calm under pressure.
- Flexibility, reliability, and a proactive approach to supporting the needs of the production and company.
- Eligible to work within the UK.

Desirable

- Experience working with live music.
- Experience with facilitating access provision (e.g. touch tours, captioning, audio description).
- Knowledge of environmentally responsible and sustainable working practices.

SUMMARY OF TERMS

FEE: £5,000 (£700 per week for 7 weeks, plus £100 for prep) + VAT If applicable

EXPENSES Travel, per diem, and accommodation will be covered if applicable

CONTRACT: This is a freelance role for 7 weeks

SCHEDULE: 15 Sep - 10 Oct 2025 | 4 rehearsal weeks
 13 Oct - 21 Oct 2025 | Get in and tech
 22 Oct – 02 Nov 2025 | 12 Performances including matinees
 02 Nov - -3 Nov 2025 | Get out

PLACE OF WORK: Rehearsals will take place in Media City, Greater Manchester. The tech week and performances will take place in Bradford.

If you have any questions, please contact us at recruitment@javaadalipoor.co.uk.

We look forward to receiving an application from you!