

Head of Stage Management (Full Time)

Job Description

Overview

We are seeking a Head of Stage Management to join our team. This role is part of a team of full-time and part-time staff that are responsible for the teaching and delivery of technical courses and the smooth running of The Lir Academy's resources.

The Lir Academy is the National Academy of Dramatic Art at Trinity College Dublin. Our aim is to train young stage managers, theatre technicians, actors, designers, directors, and playwrights to the highest international standards for careers in the theatre and allied professions.

Training at the Lir is significantly practise based and to facilitate this we produce 10 plays and 2 films with the undergraduate technical students and final year acting students each year. Alongside this there is the delivery of classes and technical support provided to the internal acting projects and external collaborations.

Role summary

The Lir Academy is looking for someone with commitment and passion for educating students in theatre and the broader world of entertainment. The Head of Stage Management will deliver training and mentoring to stage management and technical students, oversee students' work on Lir productions, work directly on Lir productions and be part of the venue technical and facilities team.

Main duties and responsibilities

Stage Management Department

- Train and mentor Stage Management and Technical Theatre students in the Stage Management department, as well as other students of The Lir Academy.
- Lead classes on Stage Management.
- Supervise students on Stage Management or related research.
- Provide hands-on tuition to students in the lead up to and during Lir productions.

- Oversee and manage the upkeep and maintenance of the Stage Management department, Stage Management stores and the associated equipment and materials.
- Supervise students on Lir productions and be available to productions if the need arises.
- Work with our acting and Master of Fine Arts (MFA) courses on their project needs.

Events & The Academy

- Be available to work on external events taking place at The Lir Academy if need arises.
- Work with the Academic Administrator and Facilities Manager to ensure the smooth running of The Lir Academy, particularly as it relates to the department.

Other responsibilities

- Work with all Lir staff to ensure that The Lir Academy's health & safety policies are followed, and it is a safe working environment.
- Uphold duties as Covid-19 Compliance Officer for rehearsal rooms and technical rehearsals. Training will be provided.
- Other duties as required by the Director of Technical Training.

Person specification qualifications, knowledge, and experience

The following attributes, experience and qualifications are desirable, but not all are essential:

Qualifications, Knowledge & Experience

- An aptitude and enjoyment of teaching, particularly to students who have a range of prior knowledge in this area from none to adept
- Significant experience working in a theatre environment is regarded as essential.
- Previous teaching experience is an advantage.
- Significant experience in technical theatre.
- Good basic computer skills.
- Experience in theatre Stage Management and related skills.
- Experience and up-to-date knowledge in health and safety relevant to this work.

Competencies

- A passion for supporting students, fostering and nurturing talent.
- Strong ability to organise and work effectively under time pressures and on own initiative.
- Have the ability to forward plan.
- Strong communication skills.
- Work well within a team environment.
- Demonstrate a commitment to The Lir Academy and its values and goals.

Salary Scale:

€35k per annum. Based on a 35-hour week and time off in lieu is offered for hours worked during the busy periods, where staff are expected on long days or weekends.

Terms and conditions of employment

- This is as a one year contract with a 6 month probationary period.
- The working days are Monday to Friday and will include some weekends. The hours will also cover events and performances.
- The Head of Stage Management will report directly to the Director of Technical Training.

Application details

[Interested candidates should submit a letter of application and a full CV to recruitment@thelir.ie](mailto:recruitment@thelir.ie)

Application timeline:

Closing date for receipt of applications: **Sunday 4 December 2022**

Interviews will be held in Dublin, on Tuesday 13 December 2022.

Preferred starting date is Monday 13 February 2023

Selection methods:

Short-listing of candidates will be based on their experience, the information contained in their CV and covering letter. Shortlisted candidates will be contacted regarding interviews.

[Further information: recruitment@thelir.ie](mailto:recruitment@thelir.ie)

About The Lir Academy

The Lir National Academy of Dramatic Art at Trinity College Dublin was established because of a recognised need for an academy of excellence within the island of Ireland

The Lir Academy was established in 2011 to satisfy identified needs within the theatre, TV, and film industries. Offering a range of undergraduate, postgraduate, and short courses, The Lir Academy is successfully supplying the theatre, film, TV, and related industries with students who have been trained to the highest standards possible. All training from introductory level to degree level is taught by industry professionals who take immense pride in teaching their craft. Voice and movement training are core elements to the acting degree and are short courses on offer to established actors who are interested in improving their skills and to actors in training. Technical courses range from introductory courses in lighting, sound, stage management and costume, to the three-year bachelor's degree in Stage Management and Technical Theatre (SMTT).

The Lir Academy is synonymous with professional training in acting, voice, movement, stage management, stage construction, scenic art, lighting, sound, costume, playwriting, theatre directing and stage design.

The Lir Academy is housed in a custom-designed building with facilities catering to the range of training on offer and was founded through the generosity of the Cathal Ryan Trust working with Trinity college Dublin.

[More about The Lir Academy](#)