

## Company Stage Manager / Deputy Stage Manager Role

About the role:

Upswing is looking for a skilled Stage Manager to support our mid-scale circus production *Showdown* for a UK venue tour April-July 2025.

Type of Contract: Freelance

Engagement dates: April - July 2025

Fee: £700 weekly rate

Role is paid at a weekly rate even on weeks that only have 2-3 days work

Per diem, travel and accommodation will be covered by the Company

April 2025

Rehearsals in London over two weeks w/c 31st March & 21

April

May-July 2025

UK Tour between 2-7 Performances each week

Tour Locations include London, Manchester, Norwich,

Worthing, Gloucester and Kent.

Key Responsibilities:

The Stage Manager will primarily manage the performing company and call the show.

They will:

Be the main point of contact for the performers, managing the cast and crew on a day-to-day basis

Coordinate closely with the Producer, Production Manager, TSM and the Creative Team

Manage the smooth running of rehearsal and sharing periods

Act as liaison to facilitate excellent communication between creatives, producers, production, technical and cast

Manage the production petty cash pot

Take a lead in costume/prop sourcing and buying

Ensure the setting and maintenance of any props/costume/materials

Act as onsite liaison for touring venues

Deputise for other stage management roles in the event of absence

Coordinate press calls for cast

Call the show

Run the tech for the show

Create and manage the prompt book

Support understudy/show cover rehearsals

Send rehearsal reports to all creative team members

Send daily show reports to all creative team members

Take responsibility for the health and safety of self and all others involved in the project and ensure all Upswing policies and procedures are appropriately implemented

Look after the pastoral needs of the company of seven performers

Treat people with respect and maintain good working relationships

Maintain high standards under pressure and carry out tasks without detailed supervision

Ensure a commitment to Equality, Diversity and Inclusion in all activities

About you:

We are looking for someone who:

Has professional Stage Management experience in live performance

Is confident in supporting production management including sourcing of materials and props

Has experience of working in devised productions, tracking script developments in rehearsal

Has excellent people management and communication skills

Has the ability to work and keep calm under pressure

Has a proven commitment to ensuring equality, diversity and inclusion

Desirable skills:

Experience of working in circus is a plus but not an absolute requirement

Driving license

About the show:

Framed as a good night out, Showdown is a playful exploration of power, competition, and the limits of shared experience.

The show can best be described as a mash up of a talent show, a beauty pageant and the Hunger Games. Five hopeful acrobats compete to be crowned the 'New Face of Circus' and the audience is invited to choose the winner, guided by a charismatic but slightly controlling presenter. The audience is taken on a journey through the highs and lows of competition, questioning concepts like fairness and meritocracy and the idea that the 'best' candidate will always win through.

By marrying tropes of ‘game show’ and ‘diversity initiative’

Showdown explores how identity

interacts with the unwritten rules of the social games we all play.

Show Info & Trailer:

<https://upswing.org.uk/portfolio/showdown/>

About Upswing

Upswing is one of the UK’s leading contemporary circus companies. We use the art-form of circus to tell stories in extraordinary ways – amplifying and celebrating the skills, creative talents and stories of diverse artists and communities.



Upswing is a registered charity. We are a National Portfolio Organisation receiving support from Arts Council England.

How to apply:

Please send a letter and CV (no more than 2 pages A4 for both) explaining your interest and suitability for the role to [recruitment@upswing.org.uk](mailto:recruitment@upswing.org.uk) stating "Showdown Stage Manager" in the subject line.

If needed, you may submit your application in another format (i.e video, audio) for accessibility reasons. Please contact us at the address below if you have any questions about the role or the application process.

The show will draw from the experiences of the artists and creatives involved and so we are particularly seeking people who identify as Black or from a Global Majority background. For clarity we recognise Global Majority as a term for people that includes people of Indigenous, African, Caribbean, East Asian, South Asian, South East Asian, Latin American, mixed heritage and other ethnic groups who are often racialised as 'ethnic minorities'.

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Deadline: 3 February