



HANSEL & GRETEL

ASSISTANT DIRECTOR
RECRUITMENT PACK

TOBACCO
FACTORY
THEATRES



*“Working with NIE and assisting Alex has been a great experience for my development as a Director...
_I felt welcomed by the entire company and felt my input was always valued.”*
- Jay Zorenti-Nakhid, Assistant Director, Snow White

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OUR COMMITMENT TO INCLUSION AND DIVERSITY

If there is anything we can do to make the recruitment process more accessible and inclusive for you, if you would like support in communicating your skills, experience or attitude, or if you would like to find out more about the role and the company, please contact Lisa Elmer or Alex Byrne for an informal chat on UKoffice@nie-theatre.com / 01223 403343



WELCOME



Thank you for your interest in the Assistant Director role on this Christmas' production of Hansel and Gretel.

We (NIE) are an artist led company making magical and surprising performance work for and with young people. We collaborate with Tobacco Factory Theatres (TFT) to create exciting, narrative-driven devised theatre for families. Along with Cambridge Junction, we have co-produced three Christmas productions: Beauty and the Beast (2016-17), Snow White (2018-19) and The Snow Queen (2020-22).

We are offering a paid opportunity as Assistant Director, working with NIE's Artistic Director Alex Byrne, on the Bristol version of Hansel and Gretel at Tobacco Factory Theatres this Christmas.

We are specifically looking for an Assistant Director based in/near Bristol so as to develop local talent, and we are keen to hear from directors who are from a background that is currently underrepresented in the cultural sector.

The commitment would ideally be full-time from Monday 4th November – Friday 6th December 2024. There will be some further flexible part-time work during the run, with exact dates and details to be confirmed with the successful candidate.

We will pay a total fee of: £2800

Find out more about NIE - www.nie-theatre.com

Find out more about TFT- www.tobaccofactorytheatres.com

THE ROLE



Working with NIE's Artistic Director, Alex Byrne, the successful candidate will:

- Assist the director in the rehearsal room by taking notes, annotating scripts and discussing ideas.
- Support the actors with line learning, run-throughs and rehearsals as requested by the director.
- Assist the director by taking notes on run-throughs and performances.
- Be a full part of the creative process on this devised show.
- Have input into wider discussions and at production meetings.
- Learn about the work of an ACE-funded, artist led touring theatre company and a major regional producing theatre.
- Develop your creative practice.
- Build experience and contacts.
- Assist in documenting the rehearsal process for the purposes of marketing, archiving and evaluating the project through blogs, social media and other forms as agreed.

“Working on Snow White with NIE was a delight. To support Alex and the company to build the show in its first premiere at Cambridge Junction was exciting. I got to contribute, play and see the show go from devised improvisations into a full production under the Cambridge Junction houselights on press night. NIE have an unwavering sense of collectivism and fun in rehearsals. Everyone gets involved from day 1 right up until the end. This opened me up to a process that I’d love to create in the shows I hopefully will go on to direct in the future.”
David Gilbert – Assistant Director with NIE, 2017-18

WHO WE ARE LOOKING FOR



We are looking for someone who is local to Bristol, has a keen interest in and commitment to the role of an assistant director, and meets the following selection criteria:

- experience working as a professional assistant director, or you will have directed a production with professional actors.
- motivated and energetic; organised and reliable.
- experience working in devised theatre.
- adaptable to the creative process and committed to the artistic aims of the production.
- excellent communication skills both written and verbal.
- ability to multi task and remain calm in a pressured environment.
- someone who sees collaboration as core to your practice.
- be passionate about creating high quality work for family audiences.

"This role was an invaluable experience that has propelled my career forward. The team were kind and generous allowing me to explore my creativity in the rehearsal room. The company's process and approach to devised theatre is the perfect training platform for an early career artist. I gained confidence, broaden my skillset and had a lot of fun on this project!"

Robyn Olivia – Assistant Director on The Snow Queen at Cambridge Junction in 2021

HOW TO APPLY

Thank you again for your interest in the role of Assistant Director. To make an application please send us the following by **12:00 on Tuesday 13th August 2024**:

- 1) A covering letter (max 2 sides of A4) OR a short video or audio recording (max 3 mins, via a URL link) answering the following questions in your own words:
 - why you're interested in in this opportunity
 - what you would bring to the role
 - How you meet the job criteria
 - NIE's vision is 'playful stories that connect us all' Tell us about a live show you have either seen or worked on that speaks to this vision.
- 2) Your CV or list of previous experience and training
- 3) A completed Equal Opportunities Monitoring Form - this is available to be downloaded from the NIE website [here](#) or a copy can be emailed to you. (This Form will be kept separate to your application throughout the recruitment process.) [Download form here](#)

Note on video and audio applications:

Please send videos or audio files as an unlisted Youtube video or from your chosen platform. Quality of filming has no impact on the application, please just use your smartphone camera or webcam.

If you are from a background that is currently underrepresented in the cultural sector (for example if you are from a group that experiences racism, if you did not go to university or received free school meals as a child, or if you have a disability), please state this in your application and you will be guaranteed an interview if your skills and experience meet all criteria as listed above.

Applications should be sent via email to UKOffice@nie-theatre.com with the subject Assistant Director Application

HOW TO APPLY CONT.



Shortlisting process

Candidates will be scored by a panel comprising of the leadership across both organisations on the strength of their responses to the questions above and any listed skills experience.

Interviews

Successful candidates will be invited to a first interview with Alex Byrne, Artistic Director/CEO, NIE and Heidi Vaughan, Artistic Director/CEO, TFT. These will be held online on Friday 6th September 2024. Selected candidates may then be invited to a second stage interview.

We will notify you either way if you have been selected for interview or not - you can expect to hear from us by Tuesday 3rd September.

If you have any questions about the role or application process please contact Lisa Elmer, Executive Director, or Alex Byrne, Artistic Director, at NIE on UKoffice@nie-theatre.com / 01223 403343



NEW INTERNATIONAL ENCOUNTER

WWW.NIE-THEATRE.COM
UKOFFICE@NIE-THEATRE.COM

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