



HERE & NOW – The Official Steps Musical – JOB DESCRIPTION

POSITION: Head of Wigs, Hair & Makeup

RESPONSIBLE FOR: Deputy Head of Wigs, Hair & Makeup

SALARY & HOLIDAY: £42k-£47k p/a, 28 days based upon UKT Agreement.

CONTRACTUAL DATES: Fixed Term; performances are 6 days per week, evening and weekend work will be required.

PROJECT SUMMARY:

Following a record-breaking run at the Birmingham Hippodrome, this brand-new musical featuring the music of Steps is embarking on a UK Tour.

In a friendly seaside town, colourful independent superstore Better Best Bargains faces closure – leading four tight-knit colleagues to make a ‘now or never’ pact to resolve their romantic workplace predicaments before it’s too late. The musical – which has plenty of heart, humour, sparkle, and the occasional irreverent knowing wink – aims to be a fun slice of escapism; about seizing the moment and putting yourself on the line in the name of love. But more than anything, it’s about friendship, the power of small communities, and how those around us can make us smile in tough times. The characters have their own love stories, but the biggest of all is the bond between them.

PRODUCTION DATES:

REHEARSAL DATES

Rehearsal WK 0	w/c 28 July 2025	Rehearsal working week (TBC)
Rehearsal WK 1	w/c 4 Aug 2025	Central School of Speech & Drama
Rehearsal WK 2	w/c 11 Aug 2025	Central School of Speech & Drama
Rehearsal WK 3	w/c 18 Aug 2025	Central School of Speech & Drama

PERFORMANCE DATES

Overall Dates: 29th August 2025 – 17th May 2026 (TBC)

First performing week w/c 29/08/2025

Last performance week w/c 11/05/2026

Weekly Dates and Venues <https://thestepsmusical.com>

CREATIVE TEAM:

Book by: Shaun Kitchener

Director: Rachel Kavanaugh

Choreographer: Matt Cole

Musical Supervisor, Orchestrations and Arrangements: Matt Spencer-Smith



Set Designer: Tom Rogers

Costume Designer: Gabriella Slade

Wigs Designer: Sam Cox

Lighting Designer: Howard Hudson

Sound Designer: Adam Fisher

JOB DESCRIPTION:

The Head of Wigs will run the wig department including but not limited to the following duties:

- Maintaining the Production as instructed and dictated by the artistic requirements and direction of the Production
- Taking responsibility for the preparation and maintenance of all wigs, hairpieces, and equipment required, including checks prior to each performance
- Attending all rehearsals, show calls, maintenance calls, get-ins, fit-ups and get-outs as required, including emergency calls in the event of equipment failure or other incident, particularly if there is a risk of the cancellation of a performance
- Having an awareness of understudy and swing performances ahead of each show and making necessary adjustments, if any
- Reading and responding to show reports
- Compiling and keeping updated cue sheets and other relevant show paperwork including the show running bible, both soft and hard copy, to such a level as to ensure an accurate reference to allow the Production to be remounted at a later date including the wigs show running bible
- Managing petty cash for your department and the timely placing of any orders for goods and equipment as approved by the Producer
- Maintaining good relationships with hirers and suppliers
- Any other duties as may be reasonably required in the course of your duties or as instructed by the Wigs Designer, Wigs Supervisor, Company Manager, Production Manager, General Managers or Executive Producer from time to time

PERSONAL REQUIREMENTS:

- Experience in managing a professional theatre wig department on touring productions. Motivating and directing as necessary
- Experience in wig-knotting and barbering skills.
- Self-motivated problem-solving attitude and calm work under pressure
- Excellent communication skills and cross-departmental collaboration in a fast-paced environment.
- Excellent punctuality and time management



- Familiarity with and adherence to current Health & Safety guidelines relevant to the production is essential, which may include working at height, using appropriate safety equipment and clothing and attending training as deemed necessary.

Please direct your application with a CV and a short cover letter to recruitment.han@royo.co.uk using the reference **H&N-WHAM HOD**

Closing Date: Friday 20th June at 6pm.