



HERE & NOW – The Official Steps Musical – JOB DESCRIPTION

POSITION: Technical Assistant Stage Manager

RESPONSIBLE TO: Stage Manager

SALARY & HOLIDAY: £30k-£35k 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 Aug 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 11/05/2025

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

Lighting Designer: Howard Hudson

Sound Designer: Adam Fisher



JOB DESCRIPTION:

The responsibilities of this role will include delivering all services typically required for a first-class production, executed to the highest professional standards. The entire touring company is expected to work collaboratively as a team and, on occasion, support other departments.

- ❑ Work closely with the Director, Creative Team, Stage Management, and production staff
- ❑ Ensure the smooth running of rehearsals, technical rehearsals, performances, and the weekly fit-up and load-out of the production.
- ❑ Daily setup and performance pre-sets
- ❑ Creating and executing a backstage Stage Management track
- ❑ Actively participate in the fit-up and load-out alongside the freelance Production Staff
- ❑ Ensure the accurate and detailed completion of all production paperwork.
- ❑ Assist the Company Manager and Stage Management department during the fit-up and load out.

SKILLS REQUIRED:

- ❑ Clear, confident communication with the Stage Management team, technical departments, performers, and production staff.
- ❑ Ability to remain calm under pressure
- ❑ Demonstrate strong problem-solving skills in a fast-paced, live production environment is essential.
- ❑ Practical making skills, especially in carpentry and joinery, are required.
- ❑ Responsible for the regular maintenance and repair of scenic elements, reporting ongoing repairs to the Stage Manager and Production Manager.
- ❑ 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-ASM TECH**

Closing Date: Friday 20th June at 6pm.