



HERE & NOW – The Official Steps Musical – JOB DESCRIPTION

POSITION: Deputy Head of Wardrobe

RESPONSIBLE FOR: Dressers

SALARY & HOLIDAY: £37k-£42k 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 Deputy Head of Wardrobe will support the wardrobe team for a first-class production with duties including but not limited to:

- ❑ Maintaining the Production as instructed and dictated by the artistic requirements and direction of the Production
- ❑ Supporting the preparation and maintenance of all costumes and equipment required by your department, including checks prior to each performance
- ❑ Learn and perform dressing cues; from simple to extensive plots
- ❑ Performing costume maintenance and laundry duties including ironing
- ❑ 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



- ❑ Compiling and keeping updated cue sheets and other relevant show paperwork including the costume 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 Wardrobe 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

PERSONAL REQUIREMENTS:

- ❑ Experience in the Wardrobe department of a large-scale commercial touring theatre
- ❑ Excellent hand and machine sewing 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-WARD**

Closing Date: Friday 20th June at 6pm.