



## ALICE IN WONDERLAND – DEPUTY STAGE MANAGER

DEM Productions is currently recruiting for a Deputy Stage Manager to join the production team for ALICE IN WONDERLAND at Marylebone Theatre this Summer 2025.

ALICE IN WONDERLAND is an internationally celebrated adaptation of Lewis Carroll's classic by Penny Farrow, premiering in the UK after several successful runs in Australia. Directed by Nate Bretone, the production will open this July at the Marylebone Theatre in London. This is a family show so all performances are daytime with up to 14 shows per week. The show is a straight play with music on track. More information on the production can be found at: <https://www.demproductions.co.uk/alice-in-wonderland>

The Stage Management team will include a Company Stage Manager, Deputy Stage Manager, Assistant Stage Manager and Tech Swing. For more information, please contact [petra@demproductions.co.uk](mailto:petra@demproductions.co.uk)

### Dates:

Prep Week	w/c 16 <sup>th</sup> June 2025 (3 days pro-rata)	Venue TBC
Rehearsals From	w/c 23 <sup>rd</sup> June 2025	Venue TBC
Technical Rehearsals	w/c 7 <sup>th</sup> July 2025	Marylebone Theatre, London
Performances	12 <sup>th</sup> July-31 <sup>st</sup> August 2025	Marylebone Theatre, London
Get Out	31 <sup>st</sup> August 2025 TBC	Marylebone Theatre, London

### Responsibilities may include but will not be limited to:

- Attendance on an exclusive basis during the rehearsal period, compiling and keeping up-to-date the book, including blocking and script changes;
- Managing the smooth running of technical rehearsals;
- Show-calling and executing sound and LX cues for all performances;
- Liaising directly with the Production Manager, Company Manager, General Manager, all creatives, and other production departments to ensure excellent communication is maintained throughout the company;
- Creating accurate production paperwork as required and working to ensure the efficient flow of information as necessary for the smooth running of the show;
- Assisting with the pre-set and turnaround between shows;
- Deputising for the Company Stage Manager in their company management duties as required (for additional responsibility and performance payments);
- Ensuring an awareness of understudy and/or swing performances ahead of each show and making necessary adjustments, if any;

- Working in accordance with the Producer's Health and Safety policy, using appropriate safety equipment and clothing; and
- Any other reasonable duty that would normally fall within the remit of a Deputy Stage Manager based on industry norms and practice.

Essential Skills and Experience:

- Previous experience as a DSM and/or show-caller on a play of this nature;
- Excellent leadership skills and confidence managing a room as well as working as part of a team;
- Excellent communication skills, and ability to liaise effectively with other departments;
- Excellent relationship and interpersonal skills;
- Ability to remain focused and calm when under pressure;
- Ability to adapt quickly and work to changed priorities and technical trouble-shooting in a fast-paced environment; and
- Knowledge of current health and safety legislation.

Contract Dates: Contract to start from week commencing 16<sup>th</sup> June 2025 until 31<sup>st</sup> August 2025.

Salary: £650-£750 per week depending on experience.

DEM Productions is an equal opportunities employer and is committed to a workplace that embraces diversity and inclusion. We particularly welcome and encourage applications from those currently underrepresented in our workforce.

To apply, please email [petra@demproductions.co.uk](mailto:petra@demproductions.co.uk) with your CV and expression of interest.

Please use the above email for any questions, or to request this job description in a format more suitable to your access requirements e.g. large print, audio recording.

Application deadline is **Monday 24<sup>th</sup> February 2025 at 5pm**. All candidates will be contacted to confirm the status of their application.