

LAWRENCE BATLEY THEATRE HUDDERSFIELD

Assistant Director – Community Production

We're looking for a brilliant Assistant Director to support our main-stage community production taking place 9-11 April 2027.

The Assistant Director needs to be available to attend rehearsals which will take place on Tuesday evenings, Saturday daytimes and Sunday daytimes throughout January, February, March and April. The Director will complete a rehearsal schedule following the casting taking place in December. The Assistant Director doesn't need to be available in December to attend the auditions but should be available from January for rehearsals.

The production week schedule is:

Mon 5 April – tech time, no cast, Assistant Director likely not needed

Tue 6 April – tech time, no cast, Assistant Director may be needed during the day to work with the Director to prep for tech and dress rehearsals

Wed 7 April – tech rehearsal, cast call 6pm-9:30pm, Assistant Director may be needed during the day

Thu 8 April – dress rehearsal, cast call 6pm-9:30pm, Assistant Director may be needed during the day

Fri 9 April – cast call 6pm, 7:30pm performance, Assistant Director may be needed during the day

Sat 10 April – cast call 6pm, 7:30pm performance, Assistant Director needed for the show

Sun 11 April – cast call 3:30pm, 5pm performance, Assistant Director needed for the show

Mon 12 April – get out, Assistant Director may be needed during the day to support

Responsibilities:

- Attend planning and concept meetings where possible regarding the community production.
- Attend all rehearsals according to the schedule agreed with the Director, and attend production week calls as outlined above
- Support the Director in delivering their creative vision for the production
- Lead warm-ups and exercises in rehearsals as agreed with the Director
- Record blocking and rehearsal notes in the script, and support cast members in implementing these notes
- Support an inclusive and welcoming rehearsal environment for a large, mixed-age community cast with different levels of experience
- Work with the Participation team to identify cast members' access and support needs and help to put appropriate arrangements in place
- Follow the theatre's safeguarding policy and procedures
- Attend meetings arranged with the Production Team regarding the production
- Support the Director and ASM on the sourcing of costumes and props for the production and rehearsals, the ASM will lead on this
- Support the Director with the chaperone logistics plan for the production, liaising with the Company Stage Manager to ensure stage calls are correct for chaperones, LBT's Head of Participation will lead on booking chaperones

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Essential:

- Experience of directing, assistant directing or facilitating theatre rehearsals, gained through professional, community or voluntary work
- Experience of working with community participants, young people or groups with different levels of performance experience
- Ability to lead rehearsal activities and support performers in developing characters, confidence and performance skills
- Strong communication and interpersonal skills, with a patient, encouraging and collaborative approach
- Good organisational skills, including the ability to take clear notes, manage agreed tasks and respond to changing priorities
- A commitment to inclusive practice and an understanding of safeguarding when working with children and vulnerable participants
- Ability to work collaboratively with the Director, stage management and wider production team
- Availability for the agreed rehearsal schedule, production week and performances

Desirable:

- Relevant safeguarding training
- Enhanced DBS

Fee: £2500 fixed fee

No additional costs will be covered

As a freelancer you will be responsible for your own tax and NI.

This role is subject to a DBS check.

To apply please send a one-page cover letter and CV along with a completed equal opportunities form to recruitment@thelbt.org

Deadline for applications: Midday Friday 6 November 2026

Interviews will take place: Monday 23 November 2026