

PANTOMEIM BEAUTY AND THE BEAST YN THEATR Y LYRIC, CAERFYRDDIN

Yn galw am Reolwr/wraig Llwyfan Cwmni (ar y Llyfr)

Mae Theatrau Sir Gâr yn chwilio am reolwr/wraig llwyfan cwmni i ymuno â thîm BEAUTY AND THE BEAST, sy'n cael ei gynnal rhwng 12 a 29 Rhagfyr 2024 yn Theatr y Lyric, Caerfyrddin.

Eleni bydd y pantomeim yn cael ei gynhyrchu'n fewnol yn Theatr y Lyric, mewn trefniant â chynhyrchwyr pantomeim profiadol, *Imagine Theatre Ltd.* Bydd y tîm cynhyrchu yn cynnwys cymysgedd o staff cynhyrchu/technegol mewnlol a staff llawrydd.

Mae hwn yn gontract cyfnod penodol ar gyfer gwasanaethau, sy'n mynnu eich bod yn hunangyflogedig.

I wneud cais anfonwch CV a naill ai llythyr eglurhaol, fideo, neu ffeil sain yn mynegi eich diddordeb yn y gwaith at lyricpanto@gmail.com

Dyddiad Cau: Dydd Gwener, 25 Hydref 2024 5pm

Ffi: Hyd at £675 y wythnos yn dibynnu ar brofiad + chostau cynhaliaeth os yw'n berthnasol

Ymrwymiad: Dydd Llun 25 Tachwedd – Dydd Llun 30 Rhagfyr 2024

Manyleb Person:

- Profiad proffesiynol blaenorol o reoli llwyfan yn gweithio gyda theatr/cwmni cynhyrchu (yn ddelfrydol gyda phrofiad blaenorol o weithio ar bantomeim).
- Gwybodaeth ymarferol dda o arferion lechyd a Diogelwch o fewn y theatr
- Y gallu i weithio fel rhan o dîm hyblyg, gan ymateb i heriau, cyfrannu syniadau, cefnogi aelodau eraill y tîm ac arwain timau yn ôl yr angen.
- Y gallu i beidio â chynhyrfu, gweithio'n unol â therfynau amser caeth, a datrys problemau.

Cyfrifoldebau:

- Sicrhau lles y cwmni drwy gynnal gwybodaeth ymarferol dda o'r holl ddeddfwriaethau iechyd a diogelwch perthnasol ac arfer gweithio da.
- Mewn ymgynghoriad â staff technegol y lleoliad, sicrhau bod pob man gwaith yn drefnus ac yn lân.
- Trefnu galwadau a chydlynu amserlenni ymarfer a sicrhau bod yr holl ymarferion technegol yn cael eu cynnal yn hwylus ac effeithlon ar y cyd â'r Cyfarwyddwr, Cyfarwyddwr Cerdd, Coreograffydd ac aelodau eraill o'r tîm cynhyrchu.
- Llunio a rhedeg y 'sgript annog' neu'r 'llyfr' gan gadw nodyn diweddar o flocio, diwygiadau awdurdodedig i'r sgript, a'r gofynion ar gyfer propiau, goleuo a sain.
- Bod yn gyfrifol am yr elfennau technegol a'r sain a phytotechneg os oes angen.
- Cydgyssylltu â'r holl warchodwyr, gan roi gwybod am unrhyw broblemau yn ôl i'r adran angenrheidiol yn effeithlon.
- Cynhyrchu'r holl waith papur sy'n ymwneud â'r sioe cyn ymarfer technegol gan gynnwys plot newid golygfa, systemau hedfan ac ati, a llunio adroddiadau am yr ymarferion a'r sioe y dylid eu dosbarthu'n ddyddiol.

Dyddiad Cau 25/10/2024

BEAUTY AND THE BEAST PANTOMIME AT THE LYRIC THEATRE, CARMARTHEN

Call Out for a Company Stage Manager (on the Book)

Theatrau Sir Gâr / Carmarthenshire Theatres are looking for a Company Stage Manager to join the Beauty and the Beast team, which runs from the 12th to the 29th December 2024 at the Lyric Theatre, Carmarthen.

This year the pantomime will be produced in-house at the Lyric Theatre, in arrangement with experienced pantomime producers, Imagine Theatre Ltd. The production team will consist of a mix of in-house production/technical staff and freelance staff.

This is a fixed term contract for services, which will require you to have self-employed status.

To apply please send a CV and either a covering letter, video, or audio file expressing your interest in the work to lyricpanto@gmail.com

Closing date: Friday 25th October 2024 5pm

Fee: Up to £675pw Depending on experience plus subsistence if applicable

Commitment: Monday 25 November – Monday 30th December 2024

Person Specification:

- Previous professional stage management experience working with a producing theatre/company (preferably with previous experience working on a pantomime).
- Good working knowledge of Health & Safety practices within theatre
- Ability to work as part of a flexible team, responding to challenges, contributing ideas, supporting other team members and leading teams as required.
- Ability to remain calm, work to tight deadlines, and to problem solve.

Responsibilities:

- Ensuring the company's welfare by maintaining good working knowledge of all relevant health and safety legislation and good working practice.
- In consultation with the venue technical staff ensure that all working areas are kept well organised and clean.
- To arrange calls and coordinate rehearsal schedules and ensure the smooth and efficient running of all technical rehearsals in conjunction with the Director, Musical Director, Choreographer, and other members of the production team.
- Compiling and running the 'prompt script' or 'the book' keeping an up to date note of blocking, authorised script amendments, and the requirements for props, lighting, and sound.
- Cue all technical elements and if required trigger sound and pyrotechnics.
- Liaise with all chaperones, efficiently reporting any problems back to the necessary department.
- Produce all show-related paperwork in advance of technical rehearsal including, scene-change plots, fly plots etc, and to produce rehearsal and show reports which should be distributed daily.

Closing Date 25/10/2024