

Snow White

Pantomime at the Lyric Theatre, Carmarthen

Yn galw am Dirprwy Reolwr/wraig Llwyfan

Mae Theatrau Sir Gâr yn chwilio am Dirprwy Reolwr/wraig Llwyfan i ymuno â thîm Snow White, sy'n cael ei gynnal rhwng 11 a 29 Rhagfyr 2025 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 mewnol 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, 29 Medi 2025 5pm

Ffi: £750 y wythnos yn dibynnu ar brofiad.

Ymrwymiad: Dydd Mawrth 25 Tachwedd – Dydd Mawrth 30 Rhagfyr 2025

Manyleb Person:

- Profiad blaenorol o reoli llwyfan gan weithio gyda theatr/cwmni cynhyrchu, yn enwedig galw sioe a llunio copi prydlon.
- Sgiliau trefnu ac amlwasgariad cryf.
- Y gallu i weithio'n dda o dan bwysau ac addasu i amgylchiadau sy'n newid.
- Bydd gwybodaeth am grefft llwyfan a chynhyrchu yn ddymunol.
- Dealltwriaeth a gwerthfawrogiad o arferion lechyd a Diogelwch o fewn y theatr
- Y gallu i weithio fel rhan o dîm hyblyg, ymateb i heriau, cyfrannu syniadau, cefnogi aelodau eraill y tîm ac arwain timau yn ôl yr angen.

Cyfrifoldebau:

- Llunio a rhedeg y 'sgript ysgogi' neu'r 'llyfr' gan gadw nodyn cyfredol o flocio, gwelliannau sgript awdurdodedig, a'r gofynion ar gyfer propiau, goleuadau a sain.
- Sefydlu a rheoli'r ystafell ymarfer gyda chefnogaeth gan y Rheolwyr Llwyfan Cynorthwyol (ar y cyd â Rheolwr Llwyfan y Cwmni).
- Galw'r sioe a rhoi ciw i'r holl elfennau technegol ac os oes angen, sbarduno sain a phyrotechneg.

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- Cynhyrchu'r holl waith papur sy'n gysylltiedig â'r sioe cyn ymarfer technegol gan gynnwys plotiau newid golygfeydd, plotiau hedfan ac ati, a chynhyrchu adroddiadau ymarfer a sioe y dylid eu dosbarthu'n ddyddiol.
- Creu rhestrau propiau a rhestrau gosod (gyda ASM a CSM)
- Sicrhau bod yr ystafell ymarfer wedi'i gosod yn barod a bod propiau/propiau ymarfer ar gael.
- Cyfathrebu â'r tîm cynhyrchu, y cast a'r criw i sicrhau bod pawb yn cael gwybod am amserlenni, newidiadau ac unrhyw broblemau.
- Cyfrannu at adroddiadau sioe manwl, a sicrhau bod y rhain yn cael eu dosbarthu.
- Mewn ymgynghoriad â staff technegol y lleoliad, sicrhewch fod yr holl fannau gwaith yn cael eu cadw'n drefnus ac yn lân.

Yr Amodau Gwaith:

- Amgylchedd cyflym, theatrig a chydweithredol.
- Oriau amrywiol, gan gynnwys nosweithiau a phenwythnosau yn ôl gofynion yr amserlen gynhyrchu.
- Bydd yn cynnwys cario pwysau cymedrol fel propiau a darnau gosod.

Dyddiad Cau: 29/09/25

Call Out for a Deputy Stage Manager

Theatrau Sir Gâr / Carmarthenshire Theatres are looking for a Deputy Stage Manager to join the Snow White team, which runs from the 11th to the 29th December 2025 at the Lyric Theatre, Carmarthen.

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: Monday 29 September 2025 5pm

Fee: Up to £700pw depending on experience.

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Commitment: Tuesday 25 November – Tuesday 30th December 2025

Person Specification:

- Previous stage management experience working with a producing theatre/company particularly calling a show and compiling a prompt copy.
- Strong organisational and multitasking skills.
- Ability to work well under pressure and adapt to changing circumstances.
- Knowledge of stagecraft and production will be preferred.
- Understanding and appreciation 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.

Responsibilities

- 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.
- Setting up and managing the rehearsal room with support from the Assistant Stage Managers (in conjunction with the Company Stage Manager).
- Calling the show and cueing all technical elements and if required trigger sound and pyrotechnics.
- 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.
- Creation of props lists and setting lists (with ASM and CSM)
- Ensure rehearsal room is set ready and props/rehearsal props are available.
- Communicate with the production team, cast, and crew to ensure everyone is informed of schedules, changes, and any issues.
- Contributing to detailed show reports, and ensuring these are distributed.
- In consultation with the venue technical staff ensure that all working areas are kept well organised and clean.

Working Conditions:

- Fast-paced, theatrical & collaborative environment.

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- Variable hours, including nights and weekends as required by the production schedule.
- Will involve carrying moderate weights such as props and set pieces.

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