



For our upcoming production, LEF Theatre Group is looking for an enthusiastic

STAGE MANAGER (M/F)

(8 - 10 hours/week)

LEF Theatre Group

LEF, or the *Leiden English Freshers Theatre Group* was founded in 1997 by faculty members and students of the English Department of Leiden University, in an effort to combine their love for the English language with the passion they had for the theatre. Since then, the company, run solely by dedicated volunteers, has performed a multitude of plays and even musicals in theatres throughout Leiden and Leiderdorp, ranging from the time-honoured Shakespearean dramas to the bombastic and more modern *Moulin Rouge*. Recently, the LEF Theatre Group has embraced a more modern, stylish and bigger approach to performing, in favour of the traditional "black-box" chamber piece-style plays. However, no matter what the production, one of the main goals of LEF has been for anyone, no matter how experienced, to have fun and to celebrate their shared love of theatre. Productions generally take place in December and May and both inexperienced first-year students ("*Freshers*") and more experienced members may apply. Besides acting and doing workshops, we also aim to be a student society in our own right, frequently organising events and taking our members out on drinks to bond.

What you'll be doing

The job of stage manager is one of the most important in the production, as you'll be the link between actors, backstagers and director, and the Board. You are the right-hand person to the director, and you are responsible for scheduling rehearsals with the director, guiding the backstage teams in their tasks, keeping attendance, making sure deadlines are met, and more such organising tasks. A stage manager really is the backbone of a production. A full list of responsibilities will be sent to you upon receiving your initial application.

Estimated general workload (not including editing time) will be anywhere between 8 – 10 hours a week (there are usually 2 rehearsals sessions of 3 – 4 hours a week, and you'll be calling/emailing/drawing up schedule outside of rehearsals), sometimes more, sometimes less, with more work being expected around important events and performance days.

Please understand that since we're a student organisation, you might be expected to sometimes offer your services on weekends.

Applicant profile

- You're an enthusiastic micro-manager with an interest in the cultural sector.

- You're a well organised, deadline driven man/woman. You are able to create and share overviews and structure, and are not afraid to comment or chase members of the cast/crew when agreements aren't being met.
- At LEF, we're all about being a platform for *all* theatre enthusiasts. Please be aware that while most members of the Board and the director's team speak both Dutch and English, not all actors and backstage members will. *Fluency* in English is not required, but being able to at least express yourself in English well enough, and not feeling weird while speaking English with your fellow Dutchmen (if a non-Dutchie is around), is.
- To be considered for inclusion in our acting group, it is vital that you are available on certain key dates. These include the rehearsal weekend and performance dates, among other things. Please refer to one of our Board members during auditions for more info.

What LEF offers you while you are with us:

- Actual work experience in one of the most fun international student societies in Leiden (good on your resume!).
- The official LEF T-Shirt.
- A two-night production training weekend at a remote location somewhere in the Netherlands.
- Free food cooked by our lovely kitchen team during the production weekends and performance days.
- Acting or Theatre production workshops.
- Drink/Pub Nights!
- The chance to meet a lot of new people all excited to create something new and fun!

Letters of application can be sent to joinlef@gmail.com. Please put in the title that you'd like to join LEF, the name of the position you're trying out for, along with your name. We'll also make sure to send you the dates for the next auditions, where you'll be able to talk to us about your position.