

# THE HANDLEBARDS

Cycle Tour 2020

## Call for Company Manager

The HandleBards are a four-strong troupe of cycling players, who for the past seven years have performed their unique brand of Shakespeare in venues across the world. In the summer of 2020 we will be mounting two UK tours. Our all-male and all-female troupes will cycle 1500 miles across the UK, starting in London, carrying on their bikes all of the set, props and costumes they require for nightly performances of *The Comedy of Errors* and *Macbeth* in castles, gardens, bicycle shops, theatres and stately homes throughout the UK.

**We are seeking two new company managers:**

- One for the HandleBards' 2020 all-male production of *The Comedy of Errors*
- One for the HandleBards' 2020 all-female production of *Macbeth*.

**The role would suit broadly-skilled stage managers, producers or general managers with good organisation skills, a flair for adventure, and a love of cycling. The troupe typically perform a six-show week. Accommodation includes dormitories and room-sharing. Most performances will take place in the outdoors, in all weathers.**

**We actively encourage applications from under-represented groups.**

**The role will require the company manager to cycle with the troupe approximately 30 miles per day, for up to six days per week during the length of the contract.**

**Desired skills and experience for this role are:**

- Experience in the process of theatre, as a producer, stage manager, or general manager.
- Confident cyclist with good level of physical fitness, experience fixing bikes desirable but not essential.
- A valid UK drivers licence. Experience driving a crew van desirable but not essential.

## KEY TASKS

1. To cycle with and manage the company on tour, acting as team leader, liaising with venues and aiding in the organisation of accommodation when required.
2. To be the chief mode of contact between the troupe and the production/creative teams during the tour.
3. To liaise with the director in running rehearsals, organising breaks, and communicating any changes to the cast.
4. To maintain 'the book' during rehearsals, write daily rehearsal reports during the rehearsal period and aid in the preparation of the props and costume inventory.
5. To participate in regular production meetings throughout and prior to the contract.

6. To take responsibility for leading the daily ride/drive, to co-ordinate the sharing of navigation tasks and to be responsible for regular maintenance, cleaning, repairs of the bikes and trailers.
7. To undertake and co-ordinate get-in and get-outs of touring shows and to stage manage during performances, undertaking technical duties as required.
8. To write daily show reports and ride reports, and circulate them to the production and artistic team.
9. To assist the production team in updating social media streams with relevant, topical content throughout rehearsals and the tour.
10. To organise the distribution and collection of audience feedback forms at each performance on the tour.
11. To assist with the setup and sale of merchandise at each performance.
12. To organise, or undertake repairs and laundry/dry cleaning of props, set and costumes as required.
13. To be the primary first aider for the troupe on tour (for which training will be provided, if required).

**The fee for the post is a company wage of £400 per week. The details of contract lengths and key dates can be found on the next page.**

Please direct all questions about the positions to the producer, Tom Dixon, at [tom@handlebards.com](mailto:tom@handlebards.com).

First-round interviews will be held on 23rd and 24th March 2020 in central London.

**To apply, please send a CV, covering letter and equal opportunities form to [tom@handlebards.com](mailto:tom@handlebards.com) by 12pm on Wednesday 18th March, with the subject line 'HB20 Tour Manager Application' followed by your name.**

**Please see the next page for key dates for the project.**

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**The HandleBards: *The Comedy of Errors***

An all-male production

~**23 week contract, approximately 1200 miles of cycling.**

Director: **James Farrell**

**Key dates:**

Interviews **23 and 24 March**

Admin week **13 - 19 March**

Rehearsals **20 March - 12 April**

First performance **13 April**

Dates in Germany (non-cycling) **22 - 25 April**

Last performance **20 September**

**The HandleBards: *Macbeth***

An all-female production

~**20 week contract, approximately 1500 miles of cycling.**

Director: **Emma Sampson**

**Key dates:**

Interviews **23 and 24 March**

Admin week **4 - 10 April**

Rehearsals **11 April - 31 April**

First performance **3 May**

Date in Germany (non-cycling) **2 - 5 May**

Last performance **13 September**

***Please note that these dates are subject to change.***