

Complicité

COMPANY STAGE MANAGER (UNTITLED COMPLICITÉ TOUR)

RECRUITMENT PACK



New India

18 July 1911

Mr. Ramanujam, M.S.

Our representative who called on this distinguished Mathematician recently reports that his condition is very far from satisfactory. He was transferred to the Bangalore district for a change, but although it is stated that he is on the way towards recovery, friends who knew him in England express painful surprise at the extent of the change in his health. The Government representative of our representative began to speak chiefly of the difficulties of the Government in the matter. It is stated that two years of wandering and suffering have been his lot, and that on the return of his friends who feared that he would not survive, he reacted dangerously. He has now been in bed ever since his return, and being ordered complete rest, all thought of continuing his work has to be put aside till he gets back some of his former strength. It is extremely doubtful, he said, in view of his difficulties in England, whether he would return to that country. The more important consideration, however, is that he should be enabled to resume his great work, and we hope the Government will see that he has the best of medical attention and all possible care.

Complicité are looking for an experienced Company Stage Manager (CSM) for the forthcoming rehearsal periods and national and international tour of our latest production (to be announced).

ABOUT THE PRODUCTION

A major new work from Complicité which is currently in development, the production is a solo performance conceived and performed by Simon McBurney.

ABOUT THE ROLE

At Complicité, we make work in a very live way. Nothing is fixed too early, and the production continues to evolve through rehearsal and performance. For us, stage management is not outside that process, but at its heart.

We're looking for an experienced Company Stage Manager who wants to be part of making the piece, not just running it. In our rooms, roles are porous. Stage managers sit alongside performers and creatives, shaping the rhythm of work, its detail, and its life from within.

Operating the show is not separate from the act of performing it. It asks for presence, responsiveness and a willingness to stay alert to what's happening each night, as if the piece is a single, shared organism.

That way of working requires resilience, curiosity, and a readiness to step beyond the edges of a defined role when needed, while still holding the rigour and care that the work demands.

We hold this approach alongside our commitments to fair working practices and the frameworks that support the company, and we're always in conversation about how to do both well.

The Company Stage Manager will be line managed by Complicité's Senior Creative Producer. The Company Stage Manager will line manage two Assistant Stage Managers (ASMs).

ESSENTIAL SKILLS REQUIRED

- Minimum 3 years' experience in the role of Company Stage Manager at a similar professional scale
- Demonstrable experience of working with new writing or devised process or international work

JOB DESCRIPTION

The job description below is not exhaustive but is meant as an outline of duties and responsibilities required to fulfil the role of Company Stage Manager (CSM).

Rehearsals and On Tour: Venues

- You will be responsible for the smooth running of rehearsals including marking up, maintenance and organisation of the rehearsal spaces
- You will work with the SM team to manage props and furniture; sourcing, maintaining, storing and moving
- You will work on stage during performances, supporting the running of technical and dress rehearsals, coordinating cast and moving props and scenery as needed
- Maintain clear archival handover notes so that another suitably skilled person could operate or remount your plot if required
- You will attend production meetings as required
- You will work with the Head of Stage as needed to coordinate fit ups and get outs at each venue
- You will act as the point of contact between the Company and the venue each week, including Front Of House (FOH) manager, box office manager and technical team beyond the technical rehearsals and get-in period
- You will coordinate all company comp and house ticketing requests for each venue
- You will be present in the venue at least each day that the company are called
- You will ensure that the FOH team is aware of latecomers and other FOH policies and issues
- You will facilitate pre-show touch tours in rotation with the Stage Management team

- You will implement any first night drinks and other official company social events as required
- You will act as company representative and ambassador at all times on tour
- Undertake such other reasonable duties as may be required by the Production Manager, General Manager or Producer in connection with the rehearsal, performance and touring of the Production

Administration and Communication

- You will create and distribute the weekly calls to all relevant parties during rehearsals and on tour in line with union agreements, technical restrictions and rehearsal requirements
- You will support Complicité's Finance & Operations Manager on the financial administration of the company including signing off payroll and managing petty cash
- You will contribute to the show report for each performance and rehearsal notes for rehearsals and distribute each
- You will coordinate and attend a weekly Heads Of Department (HODs) meeting and communicate regularly with the Producers
- You will work with the Creative Campaigns Producer and/or their Press Representative and PA to the Artistic Director to assist with scheduling all press and publicity opportunities for the touring company, including phone and in-person interviews for the cast and creative team
- You will collate and circulate accommodation lists and travel itineraries to the touring Company, in collaboration with Complicité's Projects Producer and Company Administrator
- You will collaborate with the Complicité office on any educational or outreach workshops and curtain raisers
- As part of Complicité's commitment to sustainable practices, the whole company will work towards meeting Theatre Green Book's Intermediate Standard for Green Productions and think creatively about other environmental sustainability efforts
- You will be required to participate in Carbon Literacy Training for this role

Welfare and Employment

- You will be the first point of call for any Company member for welfare and disciplinary issues and will monitor the well-being of all company members
- Along with the Producers, you will manage and follow up on conduct or performance management issues as required
- You will be familiar with the Equity Collective Agreement and operate within its parameters, including the Overseas Addendum
- You will also familiarise yourself with the Complicité Company Handbook and all policies therein and will adhere to it in all areas, ensuring regular review and updates as required
- You will act, along with the Production Manager, as the Company's representative in terms of health and safety, adhering to the Company's Health & Safety Policy at all times
- You will help foster an inclusive, respectful working environment, modelling and upholding the Company's commitments to dignity at work and to preventing bullying, harassment and discrimination, in line with Complicité's policies and the Equity Collective Agreement

DATES

2026

Week commencing (w/c) 1 June 2026, Development week - UK
(attendance TBC in line with CSM's availability)

From 21 July 2026, up to two weeks of development, exact dates and location to be confirmed, with a maximum of 8 days attendance
(attendance TBC in line with CSM's availability)

July - September 2026 - 1 week of Rehearsals prep work
(to be scheduled in line with CSM's availability)

Weeks commencing 21, 28 September and 5 & 12 October 2026,
Rehearsals in London

Weeks commencing 19, 26 October and 2 November 2026
Rehearsals, Tech and Performances at Théâtre Vidy-Lausanne, Switzerland

2027

Tour dates are being booked between 29 March (rehearsals) and 28 June 2027, and from mid-August to November 2027. A provisional schedule is laid out below with further dates to be added.

w/c 29 March - rehearsals (London/International)

w/c 5 April - rehearsals (London/International)

w/c 12 April - international touring

w/c 3 May - international touring

w/c 10 May - international touring

w/c 31 May - international touring

w/c 7 June - international touring

w/c 14 June - international touring

w/c 21 June - international touring

w/c 16 August - UK touring

-or-

w/c 23 August - UK touring

w/c 6 September - UK touring

w/c 13 September - UK touring

w/c 20 September - UK touring

w/c 18 October - UK touring

w/c 25 October - UK touring

w/c 1 November - international touring

FEE

The fee for this role is £900 per week, plus subsistence, in line with Equity guidance where applicable.

The contract is based on a 43 hour week (46 hour week for Production Week). Overtime will be paid in line with Equity guidelines.

While Complicité will be mindful of your days off on tour, you will be available out of hours as necessary for matters of company welfare.

ABOUT US

Complicité is an international touring theatre company and charity, under the creative leadership of Artistic Director and co-founder Simon McBurney. Over four decades, we have played in more than 40 countries and won more than 50 awards. Through our live productions, streamed work and education and engagement, millions of people have encountered the work of “*the most influential and consistently interesting theatre company working in Britain*” (The Times).

Complicité’s recent work includes: the dance trilogy *Figures in Extinction*, a major new collaboration between Simon McBurney and Choreographer Crystal Pite with Nederlands Dans Theater, the reimaged *Mnemonic* which played at the National Theatre in 2024, *Drive Your Plow Over the Bones of the Dead* which achieved rave notices, toured internationally and was seen by over 78,000 people, *Can I Live?* a vital new digital performance about the climate catastrophe conceived, written and performed by Fehinti Balogun, *The Encounter*, as well as *The Dark is Rising*; an audio drama for BBC World Service and BBC Sounds based on Susan Cooper’s cult novel and a production of Anne Carson’s one-act radio play *I Don’t Do Innocents* for The Paris Review.

Action on the Climate and Ecological Emergency is a burning thread running through all of our work and we have played a key role in Culture Declares Emergency, as well as in developing the Theatre Green Book.

HOW TO APPLY

You don't need to meet every criterion to apply, if the role interests you, we'd like to hear from you.

Please submit a CV and either a covering letter (max 1 page A4) OR a short video (max 2 minutes) to jobs@complicite.org detailing your experience and interest in the role. Please include ‘Company Stage Manager Role’ in the subject line.

Please include the names of two people who can provide a reference, one of whom should be a recent employer.

Deadline: On or before 12 June 2026.

We encourage you to submit your application as early as you are able to, as we reserve the right to close this vacancy ahead of the deadline if we appoint a suitable candidate. We want to hear from everyone who feels they're a good fit, so please get in touch if you have any questions about the application process.

Applicants must have the legal right to work in the UK at the time of application, as we are unable to offer visa sponsorship for this role.

NO AGENCIES PLEASE

If you have any questions about this role or the application process, please email jobs@complicite.org

Please also ensure that you complete our anonymous [Equality Monitoring Form](#)

We prefer for interviews to be held in person, but we will work with you to ensure access needs will be met at every stage of the process.

Please let us know if you require any reasonable adjustments to apply or attend an interview.

Any reasonable travel expenses incurred to attend an interview will be reimbursed.

We actively encourage applications from people who are under-represented in the arts, including people from the Global Majority, people with a disability, D/deaf people, neurodivergent people, people from working-class backgrounds, and LGBTQIA+ people. We are committed to ensuring our team reflects the diversity of the society we live in and to remove barriers to participation.