**Assistant Youth Theatre Director**

**Job Description**

**Job Title:** Assistant Youth Theatre Director (Freelance)

**Location:** Ludlow, Shropshire

**Job Type:** Part-time

**Salary:** £20 per hour (Usually approximately 3-hours per week)

**Job Summary**

We are seeking a passionate and enthusiastic Assistant Youth Theatre Director to join the Pentabus team. The ideal candidate will have experience in directing theatre and an interest in working with and supporting young people through the performing arts. This freelance role involves supporting the Youth Theatre Director with planning, directing, and leading regular youth theatre activities and productions for young people in Ludlow aged 11 – 18.

**About Pentabus Youth Theatre**

Pentabus Youth Theatre is a new opportunity for young people aged 11 - 18 to join a cohort of likeminded peers and develop skills in acting and theatre-making. Young people will attend regular, term-time youth theatre sessions and performance events, as well as benefit from support and mentoring from professional facilitators, directors and associates. Young people will work together to develop scripted pieces of theatre from established texts, learn how to devise, and showcase their work publicly at Ludlow Assembly Rooms and other venues across the region.

From 10th September 2025, youth theatre sessions will run on Wednesdays during term-time at Ludlow Assembly Rooms for two age groups, as follows:

* **5.00pm – 6.15pm** for ages 11 - 14
* **6.30pm – 7.45pm** for ages 15 - 18

**Key Responsibilities**

* Assist in the delivery of weekly youth theatre workshops in Ludlow for young people aged 11 – 14 and 15 – 18.
* Support the Youth Theatre Director in planning creative activities, rehearsals, and performances.
* Encourage participation, creativity, and confidence-building among young people.
* Help manage group dynamics and ensure a safe, respectful, and inclusive environment.
* Provide one-to-one support to participants as needed, including those with additional needs.
* Assist with administrative tasks such as attendance records, safeguarding documentation, and feedback collection.
* Contribute to the setup and clear-up of workshop spaces and performance venues.
* Attend team meetings, training sessions, and performances as required.

**Skills, Qualifications and Experience**

*(Essential)*

* Experience of working with children or young people in a creative or educational setting.
* Strong interest in theatre, drama, or performing arts.
* Good communication and interpersonal skills.
* Ability to work collaboratively as part of a team.
* Reliable, punctual, and well-organised.
* Understanding of safeguarding and child protection principles.
* Willingness to work occasional evenings and weekends, if required, especially during performance periods.

*(Desirable)*

* First Aid or Safeguarding training.
* Knowledge of inclusive practices and working with diverse groups.
* A current DBS check or willingness for one to be processed for you by Pentabus

**Key Dates**

* Interviews will take place in Ludlow on **Tuesday 1st** or **Wednesday 2nd July.**
* Youth Theatre will begin from **Wednesday 10th September 2025** and run weekly thereafter during term-time. Performances and any additional events will be scheduled around this timetable.

**How to Apply**

Interested candidates should submit a CV and cover letter explaining how you meet the skills, qualifications and experience needed for the role by the deadline of **10am on Wednesday 25th June.**

You can submit your application by e-mailing Joanna Freeman, Head of Engagement, on **joanna@pentabus.co.uk** with your application responses in whichever of the following formats suits you best:

* **Word document** (max 2 sides of A4)
* **Video**(3 mins max)
* **Voicenote**(3 mins max)
* **A PowerPoint presentation**(up to 10 slides / 100 words)

Please also ensure that you complete our online [**Equal Opportunities Form**](https://docs.google.com/forms/d/e/1FAIpQLScrHtVQfRSL_B1oUiUXL_HGjwRqCU9lqAdmBwBP4rjXP1kTGg/viewform).