



Citz Futures: Traineeship

Starting a career in the theatre industry can seem daunting and inaccessible. Beyond being a writer, director or actor, career paths which are highly competitive and precarious, the wider range of employment routes into theatre are not as well known, particularly amongst communities who don't necessarily feel theatre is for them. This creates a closed shop of opportunities for people that want to work in theatre but don't know what roles exist, disproportionately excluding people that have lived experience of poverty or homelessness. Cardboard Citizens makes theatre that is for everyone, challenging conventional power structures which influence what work makes it on to stages, who makes it and how.

The Citz Futures Programme is specifically designed to create paid opportunities for people without significant prior work experience and with experience of homelessness, poverty and inequity to gain hands on experience of working in theatre, alongside industry professionals in a range of backstage and production roles. The scheme aims to support trainees to take their first steps into the arts industry and ultimately, make the industry more diverse, inclusive and reflective of wider society.

Through this part time role, trainees will develop practical skills, knowledge and networks within the arts industry, as well as receive mentoring and signposting support to enable them to build on the experience they have gained and progress on their personal journey towards further employment or training, within the arts industry or other sectors. Trainees will also have the opportunity to achieve a recognized employability qualification (PEARL) through their work on the scheme.

We are recruiting for 4 Trainees to work alongside the following roles:

- **Sound design**
- **Lighting design**
- **Set and costume design**
- **Stage Management**
- **Production**

Trainees will be working on our brand new upcoming touring piece, directed by Citz Artistic Director, Chris Sonnex. Across 10 weeks, the play will tour to a range of settings across London including hostels, day centers and youth services, followed by a three week run at a theatre in London.

Responsible to: Participation Coordinator

Fixed Term: This contract will be for a period of 13 weeks

Hours: approx. 1 day per week (8 hours per day) over 14 weeks April – Jul (10 weeks touring, 3 weeks induction and evaluation)

Fee: £100 per day (£1400 in total)

Deadline for application: 12pm on 24th March

Interviews: 1st April. Candidates may be invited back for a second interview on 5th April

Citz Futures Traineeship - PERSON SPECIFICATION

We are an equal opportunities employer and open to applications from all sections of society.

Our Traineeship is part of our wider commitment to develop diverse and inclusive ways into the theatre sector. It is therefore designed as an entry level position where development and skills sharing will be the focus. As such we are particularly interested to hear from candidates without prior experience in theatre, and with limited alternative opportunities to gain experience in the theatre sector.

This scheme also runs alongside our wider Young People programme and as such we are also interested to hear from younger candidates with little or no work experience but with the potential to develop with the support we can provide.

During the selection process we will consider all applications from candidates with transferable skills along with attitudes and behaviours such as:

GETTING THINGS DONE:

- Striving for excellence and quality
- Works transparently and consistently
- Is resilient and self motivated
- Problem solves and takes initiative
- Self reflects and adapts

WORKING TOGETHER:

- Collaborates and works in partnership with others
- Respects the professional opinion of others
- Is inclusive, supporting and valuing accessibility
- Promotes a positive, constructive attitude and creates energy

Essential criteria for the job:

1. A keen interest in theatre making and the arts and a determination to develop a future career in theatre
2. No previous experience working formally within the theatre sector
3. Experience of homelessness, poverty or inequity
4. To be open to receiving feedback, commitment to learning new skills and an ability to take personal responsibility for development within the role.
5. Experience of collaborating with people from a range of backgrounds and experiences and willingness to work as part of an inclusive team
6. To be reliable with good time keeping skills
7. A basic understanding of the different roles and activities involved in making theatre
8. Availability and willingness to commit to the project timeline.

Project Timeline *(subject to change with reasonable notice)*

When	What	Time Commitment
w/c 18 April	Inductions and goal setting	2 days
w/c 25 April – 13 May	Rehearsals	3 days
w/c 16 May – 10 June	Touring	4 days
w/c 13 June – 1 July	London venue	3 days
w/c 4 July	Debrief and evaluation	1 days
w/c 11 July	Signposting session	0.5 days
September	Follow up check in	0.5 days
TOTAL		14 days

Equal Opportunities

We actively encourage people from a variety of backgrounds with different experiences, skills, and stories to join us and influence and develop our working practice. By taking positive action around diversity (as permitted in the Equality Act 2010), we will guarantee interviews to eligible candidates who meet the minimum criteria (the Essential Criteria laid out above), providing examples where possible, and self-identify with any of the following groups that we have identified as underrepresented in our workforce and the wider cultural sector:

- People of African or Caribbean, South Asian, East and Southeast Asian, or mixed Heritage, or part of the Global Majority*
- Candidates with lived experience of homelessness and or poverty
- Deaf and/or disabled candidates
- Neurodivergent candidates
- LGBTQIA+ candidates
- Identify as from a low socioeconomic background

*This includes but is not exclusive to people of Middle Eastern, Arab, Latinx, Jewish, Romany and Irish Traveller heritage.

Contact:

If you have any questions about this position, [please email us](#).

How to apply:

Please submit a short summary outlining:

- 1) WHY you are applying for this role**
- 2) The role you are interested in shadowing**
- 3) How you meet each of the points of the Essential Criteria for the role – with examples where possible**
- 4) What art is exciting to you now**
- 5) You should also let us know if you identify as one of the protected characteristics listed above**

If you have any problems with availability on the interview dates listed above, please indicate this in your cover letter. Please also complete an equal opportunities monitoring form. The form is also available in large print and as a version based on the Dyslexia Association style guide.

We welcome applications in writing as well as video, voice note and BSL applications. Any video or audio files should be no more than 3-5 minutes and be submitted via WeTransfer. Please send applications to aliyah@cardboardcitizens.org.uk