



## Job Description

### CHAPERONE (PART-TIME)

Reports to Head Chaperone

### The Show

Featuring her much loved songs, TINA – The Tina Turner Musical is written by Olivier Award-winning playwright Katori Hall and directed by the internationally acclaimed Phyllida Lloyd. Opened in 2018 the show plays at the Aldwych Theatre in London's West End.

### Purpose of Job

Chaperones are responsible for the child cast of TINA. They are there to provide and secure their health, comfort and welfare whilst participating in the show. The chaperones are responsible for, amongst other things, first aid and health and safety of the children, liaising with the parents and acting in loco parentis when in the theatre, and ensuring that the child is working within the legal guidelines under which they are licensed to perform.

### Duties and Responsibilities Include

As a Chaperone, you will be expected to:

- Safeguard, support and promote the wellbeing of the children involved in TINA.
- Be fully aware of the conditions that form part of the license granted to the production to have the children perform.
- Ensure that all necessary working hour limits are adhered to.
- Support and supervise the children at all times during the performance or activity.
- Use appropriate language and actions in the presence of the children and ensure the same from other adults in the vicinity.
- Listen to the views of the child and advocate for them when necessary.
- Be aware of and agree to any arrangements made for the child to travel to and from the theatre
- Respond to any concerns regarding the child's wellbeing in an appropriate, proportionate and timely manner.
- Ensure the children receive adequate rest breaks in line with licensing regulations
- Monitoring the health and wellbeing of the children
- Ensure the Company Manager is informed immediately if a child suffers any illness or injury at the theatre.
- Ensure the children arrive safely and on time at the venue.
- Supervise and care for the children in the event of an emergency.
- Ensure the children are supervised in their dressing rooms.
- Ensuring the children are in the wings in time to go on stage.
- Ensure that the children are quiet and well behaved during performances and rehearsals.

### Person Specification

The post-holder must have the following:

- Registration with the relevant professional bodies (Chaperone license and relevant DBS checks)
- Suitable experience discharging proper care of a child
- Experience safeguarding, supporting and promoting the wellbeing of a child
- Ability and willingness to work as part of a team
- Conscientious, discreet, enthusiastic, reliable and personable individual.
- Ability to maintain confidentiality

### Desirable

- Prior experience providing chaperone duties
- Experience working with parents, venues and local authorities
- Experience providing chaperone duties in a live theatre or performing arts environment.
- An interest in the arts and dance.

**Smoking Policy** Please note that the usual place of work, Aldwych Theatre, is a no-smoking building.

**Alcohol Policy** All staff are expected to remain alcohol free during working hours and take personal responsibility for presenting themselves in a fit state for work i.e. alcohol free.

### Outline of Terms and Conditions

TITLE OF POST: CHAPERONE (PART TIME)

START DATE: ASAP

HOURS: Part time with work days namely being Monday, Wednesday, Friday and Saturday.

PAY: £350 per week.

PROBATIONARY PERIOD: 3 months

### Application Procedure

To apply, please send a CV and a short covering letter (no more than one page) outlining your suitability for the role, together with a completed Equal Opportunities Monitoring Form to [jobs@mrluk.com](mailto:jobs@mrluk.com) by **noon Friday 5<sup>th</sup> August 2022** (quoting Chaperone in the subject line).

***We are committed to embracing diversity and inclusion across all departments and recognise that relevant skills and experience may come from a non-theatre work setting or home context. Flexible working practices will be considered.***