



Job Description

HEAD OF WIGS, HAIR and MAKEUP

Reports to Company Manager / Production Manager / General Manager / Wigs Supervisor

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

The Head of Wigs, Hair & Make-Up is responsible for the preparation and maintenance of all wigs, hair & make-up and the smooth running of the wigs, hair & make-up department, including supervision of all Wigs, Hair & Make-Up (WHAM) staff. It is the Head of WHAM's responsibility to ensure the Designer's original specification and look of the production is maintained.

Duties and Responsibilities Include

- Responsible for all aspects of the planning, supervision and maintenance of all wigs, hair & make-up in the show for performances, press/marketing photography and press/marketing performances ensuring the Designer's original specification and look of the production is maintained.
- Manage, supervise and schedule members of the WHAM team including the WHAM Deputy and Wigs Assistants/Dressers. To set and supervise the wig dressing plots undertaken by the WHAM staff.
- Work collaboratively with other departments, particularly the Wardrobe department, to ensure the smooth running of the show.
- To ensure all wigs are cleaned and dressed daily and in working order for each performance.
- To perform the Head of WHAM plot for each performance.
- To coordinate the supply of all equipment and consumables required to run the show within budget as approved by the Company/General Manager.
- To keep the WHAM bible up to date including photo references for each cast change.
- To oversee and advise on cast makeup as required.
- To oversee and advise on hair styling/cuts as required.
- To cut/style hair as required.
- To liaise with the Company Manager/Resident Artistic staff regarding daily cast changes and prepare the wigs, hair and make-up changes accordingly.
- Attend rehearsal, technical, dress and costume understudy rehearsals as required.
- Deal with emergency repairs to wigs.
- Recognise where maintenance work needs to be carried out on a wig outside of the theatre and to bring this to the attention of the Production/General Manager so this may be scheduled to ensure no show delays.
- In collaboration with the Wigs Supervisor and Production Manager plan and budget for cast changes.
- Ensure that work materials and all wigs are kept in a tidy and secured manner.
- Ensure that security, safety and good housekeeping procedures for the department are properly carried out.
- Comply with the Manager's Health and Safety and other policies at all times.

Person Specification

The post-holder must have the following:

- Extensive experience with styling and dressing wigs and hair for live performance/theatre.
- Experience working with Afro hair.
- Experience of hair cutting,
- The ability to run a busy department.
- The ability to adapt work in accordance with performance requirements.
- The ability to work as part of a large team.
- Good communication skills.

Desirable

- Experience managing a team effectively.

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: Head of Wigs Hair and Make Up

START DATE: ASAP

SHOW SCHEDULE: 8 performances Tuesday to Sunday performances (Monday rest day). Sunday performances included as standard as per SOLT/BECTU Variation agreement. Ad hoc rehearsal and press/marketing calls.

PAY: £925 per week.

PROBATIONARY PERIOD: 3 months

NOTICE PERIOD: Without notice during probationary period, not less than two weeks' notice once probation is completed.



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 [LINK to form] to jobs@mrluk.com by noon **Friday 23rd July 2022** (quoting Head of WHAM in the subject line).

We are committed to embracing diversity and inclusion across all departments, flexible working practices will be considered.