

THE
WORLD FAMOUS
A PLAY A PIE
AND
A PINT



A Play, A Pie and A Pint

**Artistic Director &
Chief Executive
Application Pack**

January 2024

Contents

Introduction.....	2
About us.....	3
Personal spec and Essential skills....	6
Job description.....	7
How to apply.....	9



Thank you for your interest in applying for the role of Artistic Director and Chief Executive for Glasgow Lunchtime Theatre, trading as A Play, A Pie and A Pint.

We are seeking a talented, skilled and experienced person to fill this important post and lead the organisation through to its next phase of its journey.

This is a full time fixed term contract for 5 years with a 6 month probationary period, paid at a rate of £40 - 42,000 per annum. The Artistic Director & CEO position reports directly to the Chair and Vice Chair of the board.

Hours of work are 35 hours per week. Overtime is not paid, and a TOIL procedure is in place.

A work place pension will be applied after three months, and the candidate is entitled to 28 days holiday across the year.

Who we are...

Founded in 2004 Glasgow Lunchtime Theatre (GLT) trading as A Play, A Pie and A Pint (PPP), is the most prolific professional producing theatre company in Europe and North America, if not the world. As world-class locals, our brand reaches a national audience and has profound local impact. Our mission remains the same as the founding principle: to produce a new play at lunchtime every week, under 1 hour in length, with a pie and a pint as part of the ticket price.

600+ plays on, we are a major employer within the sector, supporting and sustaining rich and varied talent of Scotland's theatre artists. 2024 sees our 20th anniversary year, offering an opportunity for a wide variety of events to celebrate our past and secure our future.

Described by The Herald as a 'cultural phenomenon', our vision is to create Theatre For All.

Our Programme is inspired by audiences and artists and celebrates the craft of playwriting, serving as the beating heart of new work for Scotland; we are small in scale, but big in impact. We transform ways of creating and presenting theatre, starting in our home base at the Òran Mór in Glasgow, and partnering with venues and festivals the length and breadth of Scotland.

We produce more than 30 new plays a year across two seasons and work regularly in association with other theatres including The Traverse Theatre, Aberdeen Performing Arts and Ayr Gaiety as well as new partners such as Dumfries & Galloway Arts Festival, Mull Theatre and the Macrobert in Stirling, ensuring our work is seen by a variety of audiences across the country.

We work as a small core team to deliver a large output of work, alongside a large number of writers, actors and directors each season, at different levels of experience; from well-known performers to first time playwrights. We operate an open script submissions service administered by Playwrights' Studio Scotland, meaning that anyone can submit a script to us to be considered for production.

Since beginning as an experiment, the organisation has grown considerably over the past nineteen years, and it is now widely considered to be an established part of the Scottish theatre industry.



...and what we do

- We have produced the first professional theatre productions of many first time playwrights including: David Ireland, Frances Poet, Daniel Jackson, Denise Mina, Gerda Stevenson, Lesley Hart, Lorna Martin, Taqi Nazeer, Kim Millar and JD Stewart.
 - Many of our previous plays have gone on to have futures lives such as Fringe runs or further developed into longer running pieces.
 - Volume one including six of our plays were published in an anthology in 2020 by Salamander Street
 - A Twentieth Anniversary collection of plays will be published in 2024
 - We are based at The Scotsman Group owned Òran Mór in the west end of Glasgow, and occupy a workshop and rehearsal space in the centre of the city
 - We have recently presented work at the Edinburgh Festival Fringe at The Scotsman Group's Ghillie Dhu venue, offering access to a global audience
 - We work regularly with other venues, with new partnerships always being developed. In 2022/23 we presented plays across eight local authorities in Scotland
 - We are a Regularly Funded Organisation through Creative Scotland and are in the process of applying for Multi Year Funding.
- We have featured many well-known actors on our stage such as Johnathan Watson, Karen Dunbar, Juliet Cadzow, Robbie Coltrane, Blythe Duff, David Hayman, Dave Anderson, Elaine C. Smith, Sam Heughan and Bill Paterson as well as launching the careers of many others.
 - We work closely with many educational institutions to provide work placement and learning opportunities, including the Royal Conservatoire of Scotland and the University of Glasgow
 - We offer an unrivalled number of 'coal face' learning opportunities for early career creatives and open doors by offering accessible entry points to the arts, and so expanding and diversifying the workforce.
 - The popularity of A Play, A Pie and A Pint has grown steadily over the years aiming to embed a culture of attending new plays for a whole nation and seek to achieve an audience at our home base and beyond of 44,000+ attendees.
 - We are a company limited by guarantee and is a registered Scottish Charity. The charity is governed by a Board of Directors.





Role Profile

Personal Specification

An enthusiastic and highly motivated individual who will relish the unique environment of A Play, A Pie and A Pint and the challenges and opportunities that it presents. The role would suit an early career Artistic Director or established freelance Director looking to move into organisational leadership.

Roles and responsibilities

The Artistic Director and Chief Executive is responsible for delivering the vision and strategic objectives of Glasgow Lunchtime Theatre. They are an ambassador and senior figure, responsible for ensuring the artistic and organisational success of the organisation, and as a notable artistic figure within the Scottish Theatre Sector. They will work with the entire team to realise the work of A Play, A Pie and A Pint, utilising a range of skills to ensure the smooth running of the company.



Essential Skills and Experience

- Demonstrable experience in and at least 3 years experience as a stage director with producing companies and/or as an Artistic Director
- Experience of sitting on or reporting to a Board of Directors
- Track record in commissioning, programming and creating theatre
- Working with a variety of stakeholders and partners
- Excellent communication skills
- Demonstrable leadership skills, including financial, administrative and line management
- Experience in fundraising and income generation
- Exceptionally organised and able to multi-task and prioritise a large workload in a busy working environment
- A strong commitment to Equal Opportunities and making the arts accessible, diverse and inclusive for all
- The ability to motivate, lead a staff team
- A love of the arts and a knowledge of and genuine enthusiasm for the work of A Play, A Pie and A Pint

Job Description

Artistic Leadership, Programming and Producing

- Creatively and strategically leading the organisation, and developing and maintaining a robust business plan in support of that artistic vision
- Seeking out and selecting work for production, programming A Play, a Pie and a Pint's two seasons per year (an average of 30 plays per year)
- Overseeing the production of all plays including; identifying and appointing writers, overseeing early-stage dramaturgical work, assigning directors, overseeing casting strategies, managing all contracted artists with the Producer/s
- attending read-throughs, rehearsals and performances to provide appropriate support
- Directing productions as part of those seasons (minimum of 2 per year)
- Overseeing the production of two pantomimes annually, on behalf of The Scotsman Group
- Liaising with and reporting to Creative Scotland as per Glasgow Lunchtime Theatre's funding agreement
- Liaising with, developing and maintaining relationships with co-presenting partners
- Expanding A Play, a Pie and a Pint's network of contacts nationally and internationally and proactively seeking opportunities for new collaborations
- Representing the organisation among the wider industry, maintaining and developing the company's reputation for and contribution to theatre in Scotland
- Developing the company's profile with existing and new audiences, including working in collaboration with the Producer/s and Communications Officer on the development and implementation of the company's marketing and audience development strategy
- Keeping abreast of innovations and developments in theatre both nationally and internationally
- Personally introducing performances at Òran Mór

Leadership and Management

- Maintaining a management and staffing structure in support of the programme and company matters, including effective leadership and direct line management of the Producer/s, Production Coordinator and Designers, and other staff as appropriate
- Managing all temporary staff (including actors, directors, writers and other creatives)
- Liaising with representative bodies such as Equity, SSP and TDS
- Working closely with senior members of The Scotsman Group on operational aspects and health & safety for all operational building spaces, maintaining and developing that relationship
- Overseeing weekly staff meetings, annual debriefs and ongoing organisational evaluation
- Overseeing an annual appraisal process with all staff members

Continues...

Financial Management and Planning

- Ensure scrutiny and delivery of all financial matters, delivering within agreed budgets
 - Overseeing budget management, management accounts and annual audit and accounting processes, working in close collaboration with the Producer/s
- Ensuring excellent relations with the appoint Creative Scotland Lead Officer, including strategically leading all reporting and applications
- Leading on development strategies and funding applications to generate, maximise and diversify income, including Trust and Foundation applications, sponsorship pitches and public sector funding applications
 - Ensuring all company activity is compliant with regulations to the company position as a registered charity
 - In collaboration with the Producer/s, provide financial reports and monitoring information in order to maintain relationships with external stakeholders
 - Maintain relationships and provide reports for internal stakeholders, including attending quarterly board meetings and preparing and reporting to the board and sub-committee's on behalf of all artistic and company matters



How to apply

Application is by CV (inc 2 references) and a covering letter of application outlining why you're an appropriate candidate for this post.

Application deadline: 10.30am on Friday 23rd February 2024

Interviews will be held over a two round process:

First round interviews will be held on Wednesday 6th March

Second round interviews will be held on Wednesday 20th March

If you are invited to interview you will be asked about access requirements so we can put access provision in place accordingly.

The interview panel will be confirmed to shortlisted candidates and will include members of the current staff team, sectoral external panel members and board members.

Please send applications by email only, addressed to Kevin O'Sullivan (Chair) and marked in the subject line as ARTISTIC DIRECTOR APPLICATION to sarah@playpiepint.com

If you would like to ask any questions about the post in advance of submitting your application, please email jemima@playpiepint.com marked in the subject line as ARTISTIC DIRECTOR QUERY.



THE
WORLD FAMOUS
A PLAY A PIE
AND
A PINT

A Play, A Pie and A Pint
Glasgow Lunchtime Theatre Ltd
Regd. Office: 731 Great Western Road, Glasgow, G12 8QX
A Company Limited by Guarantee SC268138 / A Scottish Charity SC035858
www.playpiepint.com 0141 357 6200 info@playpiepint.com

photo credits: Tommy Ga-Ken Wan