



GARSINGTON OPERA
AT WORMSLEY

Assistant Stage Manager (ASM)

Working within a team of Stage Manager, DSM and ASM to ensure the 2026 season production of *Il ritorno d'Ulisse* runs smoothly from rehearsals to the final performance.

Main Responsibilities


- Reports to Stage Manager
- Works closely with all technical and production departments, artists and creative teams
- Attends all rehearsals, technical periods and performances at Garsington Studios and Pavillion on the Wormsley Estate
- Attends cover rehearsals and performances as necessary
- Attends additional rehearsals and lighting sessions as necessary, including those for schools' performances and for filming a performance
- Assists the stage manager and production department in the set-up of rehearsal spaces, including mark-out and provision of rehearsal set, furniture and prop items
- Assists in the running of the rehearsal room and ensuring a productive working environment
- Takes responsibility for monitoring and documenting the rehearsal process, including noting entrances / exits, use of props and furniture
- Produces paperwork to ensure the smooth running of the production, including prop setting lists and diagrams and personal ASM running list
- Assists with packing of props, furniture and set items on completion of rehearsal process
- Attends and assists with lighting sessions and other preparations for technical rehearsal as necessary
- Alongside the SM and DSM, sets props, furniture and set items for each performance
- Attends and assists with archival lighting sessions.
- Adheres to the Garsington Opera stage management dress code of formal-long sleeved blacks during performance days.
- Ensures all production related paperwork, running scores and prompt books are clear, complete and archived upon completion of the run
- To undertake any other duties as reasonably required, as specified by the Stage Manager, Production Manager, Production Co-ordinator and the Technical Director.

Personal Specification

No specific qualifications are required.

Essential

- To have worked in a similar role professionally for at least two years
- Ability to proficiently score read
- Knowledge and experience of creating of running lists, props setting lists and all paperwork required
- Experience in liaising with Creative Teams
- Flexibility, stamina and ability to multi-task

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- Ability to demonstrate a calm approach when working closely with other technical staff and performers in pressured situations
 - Excellent communication and interpersonal skills
 - Reliable timekeeper
 - Attention to detail
 - Ability to work as part of a close-knit team in an enclosed environment, working towards a deadline.

Desirable

- Touring and repertoire experience
- Knowledge of current Health and Safety regulations
- Valid First Aid training
- Driving Licence and own car.

Terms

- Dates of engagement: 4 May 2026 – 25 July 2026
- Total fee of £7,440 paid in instalments on a bi-weekly basis. Holiday dates are predetermined as part of the contract.
- Local accommodation can be provided for the rehearsal period to General Dress Rehearsal, then a daily travel allowance is available for show calls.
- Meal or meal allowance provided on all technical rehearsal and performance days.

This role is self-employed with worker status, where the successful candidate is responsible for their own tax and NI contributions.

Closing dates for applications: **9am on Friday 9 January 2026**

Interview dates tbc

To apply please send a CV and covering letter to **rowan@garsingtonopera.org**. Please ensure your CV and covering letter is attached in PDF format.