



REGENT'S PARK
OPEN AIR
THEATRE

Recruitment Pack

COMPANY MANAGER: CATS TOUR



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REGENT'S PARK OPEN AIR THEATRE IS A MAGICAL SANCTUARY FROM THE HUSTLE AND BUSTLE OF THE CAPITAL.

The Times

ABOUT US

Established in 1932, the multi-award-winning Regent's Park Open Air Theatre is one of the largest theatres in London (at a capacity of 1,304). Passionate about producing popular, enriching and unexpected theatre that provides a lens into the here and now, the scale and ambition of our productions together with our magical outdoor setting, makes us unique in the capital's cultural landscape. In 2025 we welcomed just under 177,000 people to our 20-week summer season.

Drew McOnie assumed the role of Artistic Director in January 2024, and James Pidgeon was appointed Executive Director in 2021.

Over the last sixteen years, our productions have won ten Olivier Awards, ten WhatsOnStage Awards, and four Evening Standard Awards. We were named London Theatre of the Year in 2017 by The Stage, and received the Highly Commended Award for London Theatre of the Year in 2021. Our productions have toured the UK and have transferred to both the West End and the United States. Our 2016 revival of *Jesus Christ Superstar* has just finished tours of the UK, North America and Australia. Our Olivier Award-winning revival of *Fiddler on the Roof* transferred to the Barbican Centre in May 2025 ahead of a major tour of UK and Ireland through to January 2026.

As a registered charity that receives no regular public subsidy, we rely entirely on earned income and charitable contributions. Nevertheless, we have maintained 36,000 tickets at £15 across the whole of 2025's summer season, our BREEZE scheme enables those aged 18-25 to buy tickets for £10, and we regularly work with local charities. Each year, on average, we subsidise tickets for 6,000 school pupils.

Food and drink plays a significant role in the Open Air Theatre experience, with our in-house bars and restaurants including Covered Dining, The Grill and The Pizza Oven. We also have our own picnic lawn and the West End's longest bar!

Regent's Park Open Air Theatre has become one of the most independently sustainable and financially successful producing theatres in the country, and we're proud to embark on the next stage of our vision with ever-increasing artistic ambition and entrepreneurial spirit.

OUR VISION, MISSION & GUIDING VALUES

VISION

To help people make sense of the world under a shared sky.

MISSION

Celebrating our unique and experiential outdoor setting, we create popular, enriching and unexpected theatre that provides a lens into the here and now.

GUIDING VALUES

Ambitious
Open
Independent
Connected
Joyful

UNDERLYING PRINCIPLES

01 **Equity, Diversity & Inclusion**

03 **History & Heritage**

02 **Environmental Sustainability**

04 **Civic Responsibility**

STRATEGIC PRIORITIES

01 **Producing Expansion**

02 **Developing Audiences & People**

03 **Organisational Growth**



REGENT'S PARK OPEN AIR THEATRE IS FAST BECOMING THE NEW POWERHOUSE FOR EYE-OPENING MUSICAL REVIVALS.

Broadway World

JOB ROLE

KEY RESPONSIBILITIES

Regent's Park Open Air Theatre is seeking an experienced and highly organised Company Manager for our 2026 production of CATS.

This role covers two distinct phases of the production's life:

- During the Regent's Park run, the Company Manager will lead the day-to-day pastoral and administrative management of the company within the structure of the Open Air Theatre.
- Following the London engagement, the successful candidate will continue with the production on its subsequent UK tour, maintaining continuity as Company Manager for the touring production.

Applicants must therefore be available and committed to the full engagement across both the Regent's Park run and the UK tour.

Contract Period

Regent's Park Open Air Theatre: **15 June – 20 September 2026** | This contract will be issued by Regent's Park Open Air Theatre.)
w/c 21 September 2026 - TBC

UK Tour (essential continuation): **28 September 2026 – 20 June 2027** | The touring contract will be issued separately by Lloyd Webber Harrison Musicals, with full touring dates and terms shared with shortlisted candidates.

Continuation onto the tour is a fundamental requirement of this appointment.

Regent's Park Open Air Theatre (June–September 2026)

Company Management and Pastoral Care

- Act as the primary pastoral point of contact for cast and creative team members.
- Support the wellbeing of the company, fostering a respectful and inclusive working environment.
- Book physio and similar appointments for company members and manage any logistics around these.
- Manage company absences, holiday requests and sickness reporting procedures.

Rehearsals and Production Period

- Attend rehearsals as required and support the smooth running of the rehearsal process.
- Liaise closely with Producing and General Management, Production, Stage Management and WHAM and Wardrobe departments to coordinate company needs.
- Support assisted and access performances in collaboration with Front of House and Production teams.
- Manage and communicate rehearsal schedules and company notices as required.

Logistics and Administration

- With the Director and Stage Manager, set call times for each day and communicate these to all departments.
- Keep a record of timesheets and assist the Associate General Manager with payroll submissions and company expenses in line with organisational procedures.
- Maintain accurate company records and confidential personnel information.
- Liaise with marketing and PR teams to book in interviews, filming, photography and other similar requests.
- With the Stage Manager, lead all weather stops and pauses and communicate these to front of house staff, audiences, the company and all backstage departments in line with house policies and practices (additional support and training will be offered here).
- Ensure compliance with safeguarding, health and safety, and company policies.

UK Tour (September 2026 – June 2027)

- Act as Company Manager for the touring production, overseeing all company logistics and pastoral care across venues.
- Coordinate touring schedules, travel, accommodation and transport in collaboration with the touring Producer and Production Management.
- Liaise with venue management and local teams to ensure smooth transitions between venues.
- Manage touring payroll, per diems and expenses as required.
- Support morale and cohesion within the touring company.
- Ensure compliance with contractual, safeguarding and health and safety requirements across all venues.
- Act as a key liaison point between cast, creatives, Production team and the Producer.



PERSON SPECIFICATION

The Company Manager is responsible for the smooth pastoral, administrative and logistical running of the production, ensuring the wellbeing of the company and the efficient coordination of schedules, contracts, travel and accommodation.

At Regent's Park, the Company Manager will work closely with the Producer and General Manager, Production team and Stage Management to support rehearsals and performances in our unique outdoor environment.

On tour, the role transitions into leading the company's day-to-day operations across multiple venues, maintaining consistency, morale and professional standards throughout the touring period.

Essential

- Significant experience as a Company Manager on a large-scale musical or comparable professional production.
- An awareness of and experience of compliance with the UK Theatre Commercial Equity Agreement.
- Demonstrable experience managing touring productions.
- Excellent organisational and administrative skills, with strong attention to detail.
- Strong interpersonal and pastoral skills, with the ability to manage sensitive matters discreetly and professionally.
- Experience managing company travel and accommodation logistics. Ability to work calmly and effectively under pressure.
- Clear understanding of contractual processes and payroll administration.



- Strong communication skills and the ability to build positive working relationships across departments.
- A proactive and solution-focused approach to problem-solving.
- Availability for and commitment to the full contract period, including the complete UK tour.
- A passion for Regent's Park Open Air Theatre and the work we produce.
- An understanding and commitment to equity, diversity, inclusion and access.



**AS DARKNESS ENCROACHES,
THERE IS NO MORE GLORIOUS
PLACE TO GET ONE'S FILL OF
CULTURE.**

The i

TERMS & CONDITIONS

Job Title:

Company Manager

Responsible to:

Directors of Technical and Production and of Producing and Planning

Working closely with:

Stage Management, Production Management, Acting Company, Creative Team, Musicians and all production and technical departments

Contract:

Full-Time, fixed-term at Regent's Park from 15 June – 20 September 2026. Then on tour from 21 September 2026 – June 2027.

Basic Working Hours:

43 hours per week across 6 days (Monday–Saturday). Some Sunday working as well as regular weekend and Bank Holiday working will be required.

Work Base:

Regent's Park Open Air Theatre, Stage Door, Open Air Theatre, London, NW1 4NU.

Salary:

At Regent's Park, £950.70 per week, paid weekly via PAYE. Pay negotiable with Lloyd Webber Harrison Musicals for the tour.

Benefits:

Contributory pension scheme.
Two complimentary tickets for each of the summer season's lead productions.
Staff discount at the theatre's bar and catering outlets.
Training and development opportunities.
Access to external wellbeing and therapy service.

Annual Leave:

Due to the nature of this contract, the successful candidate will not be able to take holiday during the contract unless required by us; payment in lieu of unused holiday entitlement will be made at the end of the contract.

Notice Period:

1 month

Probationary Period:

1 month



ONE OF THE GREAT UNDERSUNG THEATRICAL SUCCESS STORIES, PACKED WITH AWARDS, AS WELL AS MOUNTING CRITICAL AND AUDIENCE ACCLAIM.

Evening Standard



HOW TO APPLY

To apply for this role:

Please send **CV** and **Cover Letter** alongside the **Personal Details Form** from [our website](#), and return to jobs@openairtheatre.com by no later than **10am on Monday 9th March**.

Should you prefer to answer the questions in the Application Form by submitting a video of yourself (lasting no more than 10 minutes) or a voice note (lasting no more than 10 minutes) instead of a written form, then please do.

First Round interviews are currently scheduled to take place on **Thursday 12th and Friday 13th March**. We will notify you either way if you have been selected for interview or not.

Feedback will be provided to all first round interviewed applicants on receipt of a written request no later than 1 week after the date of interview. We regret that due to the volume of applications expected feedback cannot be provided to applicants who aren't invited to interview.

Should you have access requirements or need any barriers removing in order to apply for this role and/or attend an interview, please e-mail jobs@openairtheatre.com.

Regent's Park Open Air Theatre is an equal opportunities employer, and our recruitment process is open to all, regardless of disability, ethnicity, sexuality, gender identity, religion, caring responsibilities, and/or socioeconomic background. Our aim is to achieve greater diversity so that our organisation better reflects the society in which we live and work, and to foster an organisational culture that is inclusive, respectful and safe. We welcome and encourage applications from people of all backgrounds, perspectives, identities and lived experiences, and in particular those of the global majority and those who are disabled.

Regent's Park Open Air Theatre is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff to share this commitment. Successful applicants may be asked to undertake an Enhanced DBS check, dependent on the requirements of the role.

Please click the following link to complete [this anonymous survey](#) which will help us to effectively monitor our Equity, Diversity & Inclusion work by identifying barriers to working or engaging with Regent's Park Open Air Theatre. Your responses will remain separate to your application and will be anonymised and kept confidential.

<https://www.surveymonkey.com/r/Y7V7PJS>

