

Star Struck 2020 Expression of Interest for key Director Roles

Star Struck is a NSW Department of Education annual performing arts event for the Hunter and Central Coast. It is a showcase of dance, drama and music performed by students from Kindergarten to Year 12 from a vast network of NSW public schools.

Expressions of interest are invited from teachers (classroom or executive) for the following roles;

Musical Director
Vocal Director
Choir Director
Dance Director
Featured Dance Director
Stage Manager - Technical Director

Role descriptions and selection criteria for the positions are listed on the following pages.

An expression of interest addressing the selection criteria, of no more than two A4 pages in length should be submitted to Casey Horner at starstruck@det.nsw.edu.au by Friday 23 August 2019 at 4pm.

Please also complete the EOI application attached which includes the name and contact details of two referees, one of whom is your current supervisor.

Expressions of interest must be endorsed by the applicant's current principal.

Positions will be appointed for a one year period with the option for the Advisory Committee to extend. All positions are voluntary however, relief is provided as required for meetings, rehearsals and performances.

Star Struck 2020 will be held at the Newcastle Entertainment Centre on Friday 12 and Saturday 13 June 2020.

For further information contact Casey Horner on 49637598 or email starstruck@det.nsw.edu.au

Expression of Interest for the position of Musical Director for Star Struck 2020.

An expression of interest addressing the selection criteria, of no more than two A4 pages in length should be submitted to Casey Horner at starstruck@det.nsw.edu.au by Friday 23 August 2019 at 4pm.

Expressions of interest must be endorsed by the applicant's current principal.

Please also complete the EOI application attached which includes the name and contact details of two referees, one of whom is your current supervisor.

Role description – Musical Director

- Use their understanding of large scale productions and skills in music to assist the Creative team to develop the show.
- Lead the audition panels through the selection process for featured vocalists and instrumentalists.
- Prepare information regarding selection criteria, viewing and assessing all applicants and providing feedback on request for non-successful applicants for the Operations Manager to provide to students.
- Provide projected budgets and written reports as required to the Operations Manager for reporting to the Advisory Committee.
- Manage the music budget in collaboration with the Operations Manager and Creative Director.
- Lead and manage the Music Team in collaboration with the Creative Director and Operations Manager.
- Arrange vocal and orchestral scores, which includes adapting pre-existing scores, transcribing and orchestrating.
- Select, engage and brief all music arrangers in collaboration with the Operations Manager and Creative Director.
- Oversee all arrangements and edits where appropriate.
- Liaise with the Operations Manager and Creative Director to ensure all copyright requirements are met.
- Liaise with the Assistant Musical Director as to the equipment requirements for each rehearsal.
- Conduct and supervise all music rehearsals (Featured Artists, Backing Vocals and Student Bands)
- Prepare rehearsal schedules for all staff and performers in the music team in collaboration with the Creative Director, Operations Manager and Vocal Director.
- Liaise with the Sound Designer and Technical Producer regarding technical requirements of the orchestra.
- Select and engage professional musicians where required in collaboration with the Creative Director and Operations Manager through the EOI process.
- Provide an orchestral layout for the Sound Designer and Technical Producer.
- Collate and store all music in the Star Struck music library.
- Ensure all score are printed and distributed electronically and printed ready for rehearsals and performances.
- Oversee the organisation of all student musicians in rehearsals and performances.
- Induct all musicians regarding organisation during show week.
- Coordinate the Featured Vocalists and Instrumentalists package in collaboration with the Vocal Director, Operations Manager and Creative Director.
- Contribute to plot book as required.
- Attend regular meetings, auditions, rehearsals and show week when required.

Selection criteria

- Teaching qualifications and recent school and performance based experience.
- Outstanding interpersonal, communication and organisational skills with a specific focus on the capacity to consult, negotiate, liaise and meet deadlines in a timely manner.
- Proven capacity to lead and collaborate with a wide variety of creative teams, facilitating fair and equitable processes.
- Demonstrated experience in directing and coordinating performing arts events, with a focus on musical direction.

For further information contact Casey Horner on 49637598 or email starstruck@det.nsw.edu.au

Expression of Interest for the position of Vocal Director for Star Struck 2020.

An expression of interest addressing the selection criteria, of no more than two A4 pages in length should be submitted to Casey Horner at starstruck@det.nsw.edu.au by Friday 23 August 2019 at 4pm.

Expressions of interest must be endorsed by the applicant's current principal.

Please also complete the EOI application attached which includes the name and contact details of two referees, one of whom is your current supervisor.

Role description – Vocal Director

- Use their understanding of large scale productions and skills in music to assist the Creative team to develop the show.
- Assist the Musical Director with the audition panels through the selection process for featured vocalists.
- Assist the Musical Director in the preparation of information regarding selection criteria, viewing and assessing all applicants and providing feedback on request for non-successful applicants for the Operations Manager to provide to students.
- Select featured vocalists and backing vocalists in conjunction with the Creative Director and Musical Director.
- Assist the Musical Director in providing projected budgets and written reports as required to the Operations Manager for reporting to the Advisory Committee.
- Build creative partnerships and engage industry professionals to work and develop the capacity of featured vocalists.
- Manage the involvement of the Featured Vocal Ensemble in the show. This will include movement to any featured items, allocation of props and costumes, distribution of music and other rehearsal materials in collaboration with the Musical Director and Creative Director.
- Ensure that all costumes and routines adhere to DoE standards.
- Distribute information to all teachers and students in the Featured Vocal Ensemble.
- Provide duty of care for all members of the Featured Vocal Ensemble at rehearsals and performances.
- Liaise with the Operations Manager for documentation of risk management procedures, medical documentation and other Departmental requirements for rehearsals, special events and show week.
- Assist in the management of the music budget in collaboration with the Musical Director, Operations Manager and Creative Director.
- Assist where needed in the arrangement of vocal and orchestral scores, which includes adapting pre-existing scores, transcribing and orchestrating.
- Liaise with the Assistant Musical Director as to the equipment requirements for each rehearsal.
- Conduct and supervise all music rehearsals (Featured Artists, Backing Vocals and Student Bands)
- Liaise with the Sound Designer and Technical Producer regarding the technical requirements of the vocalists.
- Assist the Musical Director in the coordination of the Featured Vocalists and Instrumentalists package in collaboration with the Operations Manager and Creative Director.
- Contribute to plot book as required.
- Attend regular meetings, auditions, rehearsals and show week when required.
- Allocate parts to and rehearse featured vocalists in collaboration with the Musical Director.
- Organise the blocking and choreography of featured artists in conjunction with the Creative Director.

Selection criteria

- Teaching qualifications and recent school and performance based experience.
- Outstanding interpersonal, communication and organisational skills with a specific focus on the capacity to consult, negotiate, liaise and meet deadlines in a timely manner.
- Proven capacity to lead and collaborate with a wide variety of creative teams, facilitating fair and equitable processes.
- Demonstrated experience in directing and coordinating performing arts events, with a focus on vocal direction.

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Expression of Interest for the position of Choir Director for Star Struck 2020.

An expression of interest addressing the selection criteria, of no more than two A4 pages in length should be submitted to Casey Horner at starstruck@det.nsw.edu.au by Friday 23 August 2019 at 4pm.

Expressions of interest must be endorsed by the applicant's current principal.

Please also complete the EOI application attached which includes the name and contact details of two referees, one of whom is your current supervisor.

Role description – Choir Director

- Use their understanding of large scale productions and skills in music to assist the Creative team to develop the show.
- Conduct the Mass Choir in rehearsals and performances.
- Record teaching tracks for the Mass Choir in conjunction with the Musical Director.
- Brief all choir teachers about the key requirements of the choir within the whole shows perspective.
- Lead the audition and allocation process for schools for all mass choir nominations.
- Prepare information regarding selection criteria, viewing and assessing all applicants and providing feedback on request for non-successful applicants for the Operations Manager to provide to teachers and schools.
- Provide projected budgets and written reports as required to the Operations Manager for reporting to the Advisory Committee.
- Create and implement movement for the choir in performance.
- Oversee the creation of musical scores for the Mass Choir in collaboration with the Musical Director.
- Liaise with the Operations Manager re all communication, budget and rehearsal requirements.
- Liaise with the Creative Director regarding handheld props used by the choir in performance.
- Create choral arrangements for the show if appropriate.
- Coordinate the choir package in collaboration with the Operations Manager and Creative Director.
- Attend regular meetings, auditions, rehearsals and show week when required.

Selection criteria

- Teaching qualifications and recent school and performance based experience.
- Outstanding interpersonal, communication and organisational skills with a specific focus on the capacity to consult, negotiate, liaise and meet deadlines in a timely manner.
- Proven capacity to lead and collaborate with a wide variety of creative teams, facilitating fair and equitable processes.
- Demonstrated experience in directing and coordinating performing arts events, with a focus on choir direction.

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Expression of Interest for the position of Dance Director for Star Struck 2020.

An expression of interest addressing the selection criteria, of no more than two A4 pages in length should be submitted to Casey Horner at starstruck@det.nsw.edu.au by Friday 23 August 2019 at 4pm.

Expressions of interest must be endorsed by the applicant's current principal.

Please also complete the EOI application attached which includes the name and contact details of two referees, one of whom is your current supervisor.

Role description – Dance Director

- Use their understanding of large scale productions and skills in dance and choreography to assist the Creative team to develop the show.
- Brief all members of the Dance Team about the key requirements of dance within the whole shows perspective.
- Lead the audition panel through the selection process for all schools who nominate for inclusion in combined dance items and support the Featured Dance Director with featured dance ensemble auditions.
- Prepare information regarding selection criteria, viewing and assessing all applicants and providing feedback on request for non-successful applicants for the Operations Manager to provide to teachers and schools.
- Provide projected budgets and written reports as required to the Operations Manager for reporting to the Advisory Committee.
- Clearly communicate the creative vision of the show to the Dance Team.
- Consult the Creative Director and Featured Dance Director for all Mass Dance (re: costuming, colour and staging).
- Manage the dance budget in collaboration with the Operations Manager and Creative Director.
- Ensure that all costumes and routines adhere to DoE standards.
- Coordinate the Choreographers package in collaboration with the Operations Manager and Creative Director.
- Ensure that the Dance Team embrace best teaching principles incorporating safe dance practice and duty of care.
- Liaise with the Operations Manager re communication, budgets, and rehearsal requirements.
- Allocate schools into items in collaboration with the Creative Director.
- Ensure the Dance Team adhere to timelines, including the submission of plot book details to the Technical Director.
- Prepare stacking orders for Primary/Secondary Finale.
- Organise major movement and dance rehearsal schedules in collaboration with Creative Director, Featured Dance Director, Operations Manager and Technical Director.
- Attend regular meetings, auditions, rehearsals and show week when required.

Selection criteria

- Teaching qualifications and recent school and performance based experience.
- Outstanding interpersonal, communication and organisational skills with a specific focus on the capacity to consult, negotiate, liaise and meet deadlines in a timely manner.
- Proven capacity to lead and collaborate with a wide variety of creative teams, facilitating fair and equitable processes.
- Demonstrated experience in directing and coordinating performing arts events, with a focus on dance direction.

For further information contact Casey Horner on 49637598 or email starstruck@det.nsw.edu.au

Expression of Interest for the position of Featured Dance Director for Star Struck 2020.

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Expressions of interest must be endorsed by the applicant's current principal.

Please also complete the EOI application attached which includes the name and contact details of two referees, one of whom is your current supervisor.

Role description – Featured Dance Director

- Use their understanding of large scale productions and skills in dance and choreography to assist the Creative team to develop the show.
- Brief all members of the Dance Team about the key requirements of the featured dancers within the whole shows perspective.
- Lead the audition panel through the selection process for all featured dance ensembles and support the Dance Director with combined dance auditions.
- Prepare information regarding selection criteria, viewing and assessing all applicants and providing feedback on request for non-successful applicants for the Operations Manager to provide to students and parents.
- Provide projected budgets and written reports as required to the Operations Manager for reporting to the Advisory Committee.
- Manage the featured dance budget in collaboration with the Operations Manager and Creative director.
- Clearly communicate the creative vision of the show to the Dance Team associated with featured ensembles.
- Build creative partnerships and engage industry professionals to work and develop the capacity of featured dancers.
- Consult the Creative Director and Dance Director for all featured ensembles (i.e costuming and staging).
- Liaise with the Operations Manager re communication, budgets, and rehearsal requirements.
- Ensure that all costumes and routines adhere to DoE standards.
- Coordinate the Featured Dancer package in collaboration with the Operations Manager and Creative Director.
- Ensure that the dance mentors and industry professionals embrace best teaching principles incorporating safe dance practice and duty of care.
- Support the Dance Director in the allocation of schools into items, in collaboration with the Creative Director.
- Ensure all featured dance choreographers adhere to timelines, including the submission of plot book details to the Technical Director.
- Organise major movement and dance rehearsal schedules in collaboration with the Dance Director, Creative Director, Operations Manager and Technical Director.
- Attend regular meetings, auditions, rehearsals and show week when required.

Selection criteria

- Teaching qualifications and recent school and performance based experience.
- Outstanding interpersonal, communication and organisational skills with a specific focus on the capacity to consult, negotiate, liaise and meet deadlines in a timely manner.
- Proven capacity to lead and collaborate with a wide variety of creative teams, facilitating fair and equitable processes.
- Demonstrated experience in directing and coordinating performing arts events, with a focus on featured dance direction.

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Expression of Interest for the position of Technical Director for Star Struck 2020.

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Please also complete the EOI application attached which includes the name and contact details of two referees, one of whom is your current supervisor.

Role description – Stage Manager - Technical Director

- Use their understanding of large scale productions and skills in stage management and technical direction to assist the Creative team to develop the show.
- Communicate and liaise with the Production Company and associated industry professionals on all technical aspects of the show, in collaboration with the Operations Manager and Creative Director.
- Attend creative and technical meetings as required.
- Develop and collate the Plot book. This will involve:
 1. Meeting with the choreographers regarding the details required in Tech Sheets.
 2. Issuing, collecting and collating the Tech Sheets in collaboration with the Dance Director, Featured Dance Director and choreographers.
 3. Collating the plot book in collaboration with the Creative Director and Technical Producer.
 4. Attending the dress rehearsal to finalise wording, lighting, stage directions, prop use, movement and sound effects.
 5. Organise printing, delivery, assembly and binding of the plot book.
- Manage the technical budget in collaboration with the Operations Manager and Creative director.
- Communicate and manage limitations (venue, access, personnel etc) with technical and creative teams prior to major rehearsals.
- Work with the Operations Manager and associated personnel to develop the Risk Management Plan for rehearsals and show week.
- Develop the show week schedule in collaboration with the Venue, Production Company, Creative Director and Operations Manager.
- Manage the safe movement and storage of props within the venue.
- Communicate with and manage the stage management team, including VET entertainment students.
- Communicate with the production team, stage management team, participating schools and teachers as required.
- Collaborate with the Operations Manager to design and prepare ID tags and signage for all rehearsals and show week.
- Collaborate with Operations Manager to prepare lists for sign on sheets for rehearsals and show week.
- Work with the Operations Manager to develop the EOI forms for the Stage Management Team and VET student nominations.
- Collate stage management information and establish and communicate stage management roles and responsibilities for backstage crews and tunnel management, this includes VET students, teachers and volunteers.

Selection criteria

- Teaching qualifications and recent school and performance based experience.
- Outstanding interpersonal, communication and organisational skills with a specific focus on the capacity to consult, negotiate, liaise and meet deadlines in a timely manner.
- Proven capacity to lead and collaborate with a wide variety of creative teams, facilitating fair and equitable processes.
- Demonstrated experience in directing and coordinating performing arts events, with a focus on stage management.