



**Royal Court Theatre**  
Sloane Square, London, SW1W 8AS  
Admin 020 7565 5050  
royalcourttheatre.com  
info@royalcourttheatre.com

The Jerwood Theatres at the Royal Court Theatre  
The English Stage Company Limited at the Royal Court Theatre  
Registered in England & Wales company number 539332  
Registered charity number 231242 VAT number 238 931147

## **JOB DESCRIPTION**

### **ASSOCIATE PLAYWRIGHT**

**Part time, 1 year fixed term contract**

### **ABOUT THE ROYAL COURT**

The Royal Court is the writer's theatre - the leading national and international force for championing, cultivating and supporting theatre writers. Through work on our stages alongside national and local projects, we pioneer the theatrical form, explore big ideas, empower new voices – and in doing so enrich and enliven audiences and communities through transformative experiences.

In January 2024, our new Artistic Director David Byrne took up leadership of the Royal Court. Alongside his first season as artistic director, this coming year is a key moment to re-interrogate and renew our work. We have a focus and ambition to be the most relevant, exciting and meaningful version of 'the writers' theatre' across the next decade.

The Royal Court is committed to fostering an inclusive and collaborative culture in which everyone can do their best work. We are an equal opportunities and disability confident employer. We are particularly keen to receive job applications from individuals with protected characteristics currently under-represented in our workforce, particularly including Black & Global Majority and D/deaf & disabled applicants.

### **ABOUT THIS ROLE**

**Job Title:** Associate Playwright

**Line Manager:** Artistic Director & CEO

### **MAIN PURPOSE**

This role will join a new group of Associate Playwrights, working alongside the leadership team at the Royal Court to place theatre writers at the heart of planning and decision-making across all our work. In particular, over this first year with a new artistic director in post, there is the ambition to redefine our approach, public articulation of our work, and the role we play in the playwrighting ecology more broadly.

This job is an invitation to come and be part of that thinking and to shape the Royal Court's future: the writers' theatre led by writers.

This job description is a guide to the nature of the work required by this role, and the nature of the associate positions is that they will be flexible around the skills and passions of the individual post-holders, as well as the evolution of our work.



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## RESPONSIBILITIES

- Acting as part of the artistic leadership of the Royal Court and joining meetings of the Associates group and wider organisation teams to develop and shape our artistic mission.
- Inputting at a high level into the planning and articulation of key programmes and projects such as writer support, outreach initiatives and partnership work.
- Reading and responding to scripts identified by the literary and artistic team for consideration and contributing expert insights towards decisions around artistic programming and writer development.
- Occasionally leading on specific discretionary events or areas of work, particularly around our support for and engagement with writers.
- Acting as an advocate for the Royal Court and our mission, both in public – including occasional media appearances – and through engaging with supporters and donors at key moments.
- Shaping and upholding key Royal Court policies and approaches, including around anti-racism and anti-oppression.

Mostly, we're looking for someone who brings insights into parts of the writing sector, or new perspectives, to sharpen our thinking – someone who's committed to our mission of upholding and advancing the best values of bold, risk-taking new theatre.

For clarity, the role does not include an expectation or guarantee for the Associate Playwright to write a play, or undertake any further direct delivery of work such as with our writers' groups. Any such work undertaken by the writer for the Royal Court would be subject to entirely separate processes, agreements and payment/commissioning.

## PERSON SPECIFICATION

Our person specification is deliberately broad. We're open and think the role will best suit someone with a clear shared commitment to our mission while being able to contribute their own perspectives and skills towards a renewed future at the Royal Court.

### Knowledge/Experience

- Experience, involvement and ongoing activity as a working playwright
- Track record of supporting and developing the work of fellow writers and/or the wider theatre ecology, though this could be in any form or context.
- Knowledge of the challenges facing the theatre sector more broadly and the impact this could have on new writing

### Skills/Abilities

- Demonstrable commitment to building and contributing to the best working culture for artists and staff, including advancing anti-racism and anti-oppression either in the theatre sector or more widely.



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- A passion for the mission of the Royal Court and desire to contribute to its future.
- A collaborative approach to developing and leading on projects.
- An understanding of the pressures surrounding artistic endeavor and the ability to respond to challenges creatively, calmly and positively.

The role has been designed to be flexible and to work around project-based writing commitments. While some attendance at the Royal Court in person will be required to deliver on the role, applicants do not need to be primarily London-based. Further travel expectations and details may be discussed should your application be shortlisted to interview

## HOW TO APPLY

To apply, please send a **CV and short covering letter** (no more than one side of A4). The covering letter should clearly address the key criteria outlined in the job advert.

Your application can also be sent through in the form of a voice note, or PowerPoint presentation (no more than five slides). Should there be a more accessible format for your application to be received, please contact the recruitment inbox

Applications should be sent through to the recruitment inbox at [recruitment@royalcourttheatre.com](mailto:recruitment@royalcourttheatre.com)

The deadline for applications is **10am on Thursday 23<sup>rd</sup> May**.

## NEXT STEPS

We are expecting a high volume of applications, so will only be able to shortlist those that most strongly fit the role, and are not able to provide feedback for applicants who are not shortlisted. The Royal Court Theatre operates the Disability Confident scheme, which means you are guaranteed to be shortlisted to the next stage if you meet the minimum criteria. Please clearly outline in your email if you would like to be considered under this scheme.

We will aim to contact all shortlisted applicants by Monday 10<sup>th</sup> June, at which point you will be invited to complete a further short task and all shortlisted applications will be reviewed by our Associates group.

We will then invite final candidates to interview, intended for w/c 15<sup>th</sup> July.

## TERMS AND CONDITIONS

Hours: Aggregate one day per week, worked flexibly and engaged as an annualised contract. Hours to be agreed in advance with the Artistic Director and CEO.

Contract: Part time, one day per week, annualized, fixed term for one year.



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**Salary:** £7,970.40 (gross) per annum pro-rata (£39,852 (gross) per annum full-time equivalent)

**Holiday Entitlement:** 25 days per year, plus bank holidays (pro-rata'd to 1 day per week equivalent)

**Pension:** The English Stage Company operates a defined contribution pension scheme. All eligible staff members will be automatically enrolled after three months' service and contributions will be made at the current rates as set by the Pensions Regulator, which is 8% of qualifying earnings (3% employer/5% employee). For more details, please visit: <https://www.gov.uk/workplace-pensions/joining-a-workplace-pension>

All permanent members of staff who have completed their probation period are entitled to join the English Stage Company's salary sacrifice pension scheme, where contributions will be matched up to a maximum of 5% of gross salary provided that the minimum total contribution under auto-enrolment rules is met.

**Other Benefits:**

- Complimentary and discounted tickets for performances, subject to availability and the Royal Court's staff ticket policy.
- Discount on meals and drinks in the Royal Court's Bar and Kitchen.
- Discount on all purchases in the theatre's Bookshop, subject to discount policy.