



# Information for Directors - 2020

## Key Dates

### 2019

Monday 9 December

Script entries open

### 2020

Monday 3 February, 5pm

Script entries close

Sunday 8 – Sunday 15 March

Short list of plays circulated to Directors

**Monday 30 March**

**Final Program of 12 Scripts, Venues and Directors announced. Tickets go on sale.**

Monday 11 – Friday 15 May

One tech run / rehearsal at each venue

Sunday 17 May

Full dress rehearsal for all productions

Thursday 21 – Saturday 23 May

Micro Theatre Festival

Thursday 28 – Saturday 30 May

Micro Theatre Festival

Sunday 31 May

Celebration and Awards Presentation

## Q: What is Micro Theatre?

**A: Check out our Micro Theatre Info Video** <https://www.microtheatre.com.au/>

## Becoming a Micro Theatre Director **NOTE: All Directors must be 18 years or older.**

There are two ways to become a Micro Theatre Director.

- 1) Be nominated as the Director on the entry form of a script that makes the final program.
- 2) Be one of the team of Micro Theatre Directors who chooses their play to direct from the final shortlist. If you would like to be part of the team of Directors, send an email to the Festival Director Kate Dun – [microtheatrenewcastle@gmail.com](mailto:microtheatrenewcastle@gmail.com)

## Script selection by the Micro Theatre Team of Directors

Scripts in the shortlist of 16 scripts that do not already have Directors nominated on their entry form will be emailed to the team of Directors.

Directors will nominate their preferred five scripts and advise the Festival Director by Sunday 22 March 2020.

Every attempt will be made to ensure Directors get a preferred script, but this cannot be guaranteed (unless the script is entered with a Director already nominated).

## Venue format

The venues used for Micro Theatre are local art galleries and cafes. Seating is from 35 - 45 people depending on the venue. Do not expect conventional seating in rows.

At each venue, four short plays will be presented. These plays will be curated by the Festival Director to best suit the venue, offer diversity in the whole program and provide transitions from one play to the next.

There is no special lighting, stage or technical support. The venue, and all its quirks, is the 'theatre'. It is your creative challenge as a Director to use the venue to its best advantage.

Of priority is the best experience possible for audiences to enjoy the plays.

Directors are welcome to attend performances each night, but please note you may not always have a seat. We need to sell as many tickets as possible and do not reserve seats for Directors.

## **Director's responsibility**

As the head of artistic vision for each production, we ask that you:

- be the leader of an inclusive and supportive team, including communicating with your cast any messages from Micro Theatre
- involve and communicate with the Writer, especially if a revision is required

## **Casting** NOTE: All actors must be 18 years or older

Directors may use their own networks to cast their production or utilise a contact list of actors held by Micro Theatre.

## **Rehearsals**

- Initial read throughs/rehearsals are mostly in private homes and are arranged by Directors.
- A rehearsal at the programmed venue will be arranged by Micro Theatre. Each production will have one run-through and check of venue needs.

## **Full Dress Rehearsal**

The Full Dress Rehearsal is part of the commitment in Micro Theatre and all productions are expected to be part of this event. This full dress rehearsal provides you with the opportunity to see all the short productions in one venue on the one day. Writers, Directors, all casts and the Readers Panel are invited, plus one guest each.

Non-participation in the Full Dress Rehearsal by a cast member or Director will forfeit the opportunity to be nominated for an individual award. Prize money is subject to securing sponsorship.

## **Working with the Venues**

- The venues that host Micro Theatre are privately owned. Their decision to partner with us is both a business decision as well as a choice to be part of something amazing.
- Venue support and good communication with them is critical to the success of Micro Theatre.
- When visiting the venues, please be mindful of the other customers present.

## **Micro Theatre Judges**

These lovely people, with serious local theatre credibility, view all the productions and provide us with independent feedback.

## **The judging process for 'Best Direction'**

Judges will read all the top 12 scripts being performed. The award for 'Best Direction' is awarded to the Director who has done the best work with their allocated script. Therefore, choosing a great script will not guarantee success. It is what you do with that script that counts. Consider

for instance the proximity of the audience, how you use the audience, how you use the venue and move your actors around the different spaces, the attention to creating the character/s or any other creative device you use.

## **Biographies**

Writers, Actors and Directors are asked to supply a link to their bio on the Theatre Newcastle website – [www.theatrenewcastle.com.au](http://www.theatrenewcastle.com.au)

## **Presentation and celebration**

Cast, Writers, Directors, Readers, Judges and friends and family are invited to come together to toast the end of what we hope will be a very successful Micro Theatre Festival.

We will also be announcing the award recipients and making presentations.

## **Insurance**

All Micro Theatre participants are required to sign a Volunteer and release of Liability and indemnity form. This form also includes photo permission.

Micro Theatre holds public liability insurance. We recommend you explore and take any personal insurances you deem necessary.

## **Final authority and limitations**

Micro Theatre is coordinated by three (unpaid) people, who in turn work with over 60 volunteer readers, writers, directors, actors and judges plus the venues to bring the Micro Theatre Festival to audiences.

Given the scale of work, there are limits to what is possible.

- No feedback will be provided to writers about their scripts
- There will be times where individual requests cannot be accommodated
- Final dates are final dates
- Once tickets are booked they cannot be changed

We will work with you as cooperatively as is possible, but please understand there are some logistical limits.

The Festival Director is responsible in all matters for final decisions.

## **In conclusion**

We are really excited to be producing and presenting the Micro Theatre Festival. We hope the season is great fun and rewarding for all involved. We look forward to working with you.

Kate Dun  
Mardi Ryan  
Megan Hazlett

Festival Director and Co-Producer  
Business Development and Co-Producer  
Media Consultant and Co-Producer