Wigs Assistant Job Description

Job: Wigs Assistant
Responsible to: Head of Wigs, Deputy Head of Wigs
Salary: Above SOLT/BECTU minimum SOLT-Bectu-rates-January-2026-January-2029.pdf
Probationary Period: 12 weeks
Contract: Fixed Term for one year; performances are 6 days per week, evening and weekend work will be required.
Start date: ASAP
Location: Piccadilly Theatre, London
Personal Attributes: High level of self-awareness, empathy, integrity and confidentiality, detail orientated, strong communication and organisational skills, ability to work as part of a team as well as individually, a flexible approach to working unsociable hours, a positive attitude and a sense of humour.

Responsibilities may include but will not be limited to:

- Under the supervision of your Head of Department, maintaining the Production as instructed and dictated by the creative team in line with the artistic requirements and direction of the Production;
- Working alongside your team, other technical departments, stage management, the acting company, resident creative team members and theatre staff to ensure the efficient flow of information as necessary for the smooth running of the show;
- Attending all rehearsals, show calls, maintenance calls, get-ins, fit-ups and get-outs as required by your Head of Department or the Company Manager, including emergency calls in the event of equipment failure or other incident, particularly if there is a risk of the cancellation of a performance;
- Assisting with the preparation and maintenance of all wigs, make-up and equipment required by your department, including checks prior to each performance, as requested by your Head of Department;
- Acquiring a familiarity with all plots/tracks within your department so that you are able to provide holiday or absence cover for other members of your department as required;
- Deputising for the Deputy Head of Department in their absence, if requested;
- Having an awareness of understudy and swing performances ahead of each show and making necessary adjustments, if any;
- Assisting your Head of Department in compiling and keeping updated cue sheets and other relevant show paperwork including the wigs and make-up show running bible, both soft and hard copy, to such a level as to ensure an accurate reference to allow the Production to be remounted at a later date;
- Working in accordance with the Producer's Health and Safety policy, using appropriate safety equipment and clothing;
- Complying at all times with the rules and regulations in force at the venues under the control of the Production;
- Having a practical understanding of the Producer's employment policies and demonstrating a willingness to comply with these polices;
- Such other services as are customarily provided by a Wigs Assistant in relation to the production of a first-class musical stage play; and
- Any other duties as may be reasonably required in the course of your duties or as instructed by the Head of Wigs, Hair and Make-up Supervisor, Company Manager, Production Manager, General Managers or Executive Producer from time to time.

To apply, please send your CV with a short covering letter to joinus@playfuluk.com with your name, the show and the role you are applying for in the subject line.

Please send your application **no later than 12pm on Tuesday 3rd November 2026.**
Please note all applicants must have the right to work in the UK.

We are committed to a workplace culture that embraces equality, diversity and inclusion across all departments.