

# Community Musical Creative Team Expression of Interest Form – Disney’s Frozen

**Privacy Notice:** Council will use the personal information you supply for the purpose of determining suitability for selection in the Community Musical. If successful, some of this information may be used in promotion of the Musical through Rockhampton Regional Council Websites and social media platforms (including but not limited to Facebook and Instagram). Social media platforms (including but not limited to Facebook and Instagram) store their information outside of Australia. By completing this form, you agree to this transfer. You can find out more about how Facebook and Instagram handles this information [here](#) and [here](#). Council deals with personal information in accordance with law, including the *Information Privacy Act 2009*.



This form is to be completed when applying for a creative team position in Council’s Community Musical.

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Applicant Details		
Contact name:		
Preferred contact number:	Email:	
Residential Address		
Street number and name:		
Suburb:	State:	Postcode:
Postal address (if different):		
Role Details		
Please specify the role you would like to apply for:		
<input type="checkbox"/> Assistant Director	Responsible for supporting the Director in shaping and realising the overall creative vision of the production, including its atmosphere, storytelling and use of theatrical space.	
<input type="checkbox"/> Musical Director	Responsible for the execution of all musical aspects for the production, its rehearsal and performance.	
<input type="checkbox"/> Costume Coordinator	Responsible for liaising with the Director and Choreographer to ensure vision of the costuming is met, within budget as set out by the Producer, with the assistance of a team of volunteers.	
<input type="checkbox"/> Vocal Director	Responsible for the execution of vocal music performance for the production.	
<input type="checkbox"/> Choreographer	Rehearses and develops the dance and movement elements of the production.	
<input type="checkbox"/> Repetiteur	Plays piano accompaniment to assist the Director, Assistant Director, Vocal Director, Musical Director and Choreographer in teaching the company.	
Working with Children (Blue Card) Requirement		
All members of the creative team (including but not limited to directors, choreographers, musical directors, designers and crew) are required to hold a valid Blue Card or a valid exemption card under Queensland’s Working with Children requirements prior to commencing involvement with the production.		
Current Working with Children status:		
<input type="checkbox"/> I currently hold a valid Blue Card or exemption card.		
<input type="checkbox"/> I am willing and eligible to obtain a Blue Card prior to engagement if successful.		
Supporting Documentation		
Please remember to provide the following supporting documentation when submitting this form:		
<input type="checkbox"/> Cover letter highlighting your suitability for the role. Your cover letter should specifically address the following:		
<ul style="list-style-type: none"> <li>• your reasons for wanting to undertake the selected role for this production;</li> <li>• details of your previous experience in similar roles; and</li> <li>• describe how you drive a team to success.</li> </ul>		
<input type="checkbox"/> Resume		

Copy of Working with Children Blue Card

## Declaration

I submit this form with the relevant supporting documentation as required. I declare that the details are correct to the best of my ability. If offered a creative position in Council's 2027 Community Musical – Disney's Frozen, I acknowledge the community development aims of this project and give consent for Council to reproduce my image in photograph/s, video and/or audio recording in media outlets and Council publications including on Council's website and social media pages. I give consent for my name and performing background information to be used to promote the musical and highlight Council's role in producing community musicals.

Name:

Signature:

Date:

# 2027 Community Musical Creative Team Factsheet – Disney’s Frozen

The Rockhampton Regional Council Community Musical is an annual production that utilises a range of local talent. Each year a member/s of the Creative Team may be sourced from the broader professional sector to boost capacity within the Region. All other roles will be appointed from local talent.

## Roles

The following roles are currently being sought for Council’s Annual Community Musical – Disney’s Frozen:

Role	Description
<b>Assistant Director</b>	<p><i>Responsible for supporting the Director in shaping and realising the overall creative vision of the production, including its atmosphere, storytelling and use of theatrical space.</i></p> <ul style="list-style-type: none"><li>• Assists in interpreting the production in terms of both physical and verbal action.</li><li>• Supports and facilitates rehearsals, including preparing schedules, assisting with blocking and providing feedback to performers.</li><li>• Assists with the audition process and supports cast selection as required.</li><li>• Applies strong technical understanding to support the realisation of the production’s creative vision across design and theatrical elements.</li><li>• Supports the coordination and execution of all musical aspects of the production throughout rehearsals and performances.</li><li>• Upholds standards of behaviour as expected by a Council contractor.</li></ul>
<b>Musical Director</b>	<p><i>Responsible for the execution of all musical aspects for the production, its rehearsal and performance.</i></p> <ul style="list-style-type: none"><li>• Appoints and conducts the band.</li><li>• Works and supervises the Vocal Director and Repetiteur to ensure cast learning in consultation with the Director.</li><li>• Assists in the audition process and cast selection.</li><li>• Makes changes to the score as necessary (within copyright restrictions) to accommodate staging requirements.</li><li>• Upholds standards of behaviour as expected by a Council contractor.</li></ul>

Role	Description
<b>Costume Coordinator</b>	<p><i>Responsible for liaising with Director and Choreographer to ensure vision of the costuming is met, within budget as set out by the Producer, with the assistance of a team of volunteers.</i></p> <ul style="list-style-type: none"> <li>• Works on delivery of vision for costuming.</li> <li>• Communicates deadlines, requirements and budget with volunteers.</li> <li>• Organises dressing, show-run, wigs and makeup.</li> <li>• Leads sourcing of costumes whether this be purchases, creation or from existing stock.</li> <li>• Upholds standards of behaviour as expected by a Council contractor.</li> </ul>
<b>Vocal Director</b>	<p><i>Responsible for the execution of vocal music performance for the production.</i></p> <ul style="list-style-type: none"> <li>• Rehearses vocal talent to performance standards, including the transition to stage.</li> <li>• Works with the Musical Director alongside the Repetiteur to ensure cast learning.</li> <li>• Assists in the audition process and cast selection.</li> <li>• Makes changes to the score as necessary (within copyright restrictions) to accommodate vocal requirements.</li> <li>• Is present during the run of the show to monitor warmups and performance standards.</li> <li>• Upholds standards of behaviour as expected by a Council contractor.</li> </ul>
<b>Choreographer</b>	<p><i>Rehearses and develops the dance and movement elements of the production.</i></p> <ul style="list-style-type: none"> <li>• Proven ability working with large ensembles.</li> <li>• Experience working with both trained and untrained dancers.</li> <li>• Works closely with the Director to meet the vision of the production.</li> <li>• Respects the diverse abilities of the cast.</li> <li>• Upholds standards of behaviour as expected by a Council contractor.</li> </ul>
<b>Repetiteur</b>	<p><i>Plays piano accompaniment to assist the Director, Assistant Director, Vocal Director, Musical Director and Choreographer in teaching the company.</i></p> <ul style="list-style-type: none"> <li>• Accompanies vocal auditions where music has been provided one week prior in correct key.</li> <li>• May or may not play piano in the production orchestra.</li> <li>• Upholds standards of behaviour as expected by a Council contractor.</li> </ul>

Applicants will be assessed on the following:

- Suitability for the role;
- Relevant skills and experience;
- Local preference;
- Value contribution; and
- Technical capability.

## Working with Children (Blue Card) Requirement

All members of the creative team (including but not limited to directors, choreographers, musical directors, designers and crew) are required to hold a valid Blue Card or a valid exemption card under Queensland's Working with Children requirements prior to commencing involvement with the production.

Applicants must:

- Confirm they currently hold a valid Blue Card or exemption card; or
- Be willing and eligible to obtain a Blue Card prior to engagement if successful.

Failure to provide a valid Blue Card or exemption will result in ineligibility to participate in the production.

## Commitments and Dates

<b>Auditions</b>	TBA	
<b>Creative Leadership Workshop</b>	24 – 25 October 2026 – 62 Victoria Parade	
<b>Read-through</b>	26 November 2026 – Walter Reid Cultural Centre	
<b>Rehearsal and Production Period</b>	<b>Dates:</b>	<b>Indicative Times:</b>
	Rehearsals: 10 January – 14 March 2027	Tuesdays 7:00 pm – 10:00 pm Thursdays 7:00 pm – 10:00 pm Sundays 10:00 am – 6:00 pm
	Production week 1: 15 – 21 March 2027	Daily 4:00 pm – 10:00 pm (plus other times at the Director's discretion)
	Production week 2: 22 – 25 March 2027	Daily 4:00 pm – 10:00 pm
	Final rehearsal week: 30 March – 1 April	Daily 4:00 pm – 10:00 pm
<b>Performances</b>	Friday 2 April 2027 – Sunday 11 April 2027	
<b>Applications close</b>	5.00 pm Sunday 5 July 2026	