



ROYAL  
OPERA  
HOUSE

## **JOB DESCRIPTION**

**Role / Title:** Automation Project Manager

**Reports to:** Head of Flys and Automation

**Coordinates:** The engineering staff and external contractors

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### **Overall Purpose of the Job:**

To work directly with the Technical Director and the Head of Flys & Automation on the mission critical project of replacing the ROH Main Stage Flying system.

Working in partnership with our chosen world class engineering supplier, we are embarking on the design and enabling works phase of the most significant technical infrastructure project the ROH has undertaken since its major refurbishment in the late 1990's, over 20 years ago.

The theories and methodologies have been developed, tested and proven through the tender and procurement process, which will allow us to undertake this project on a phased basis, whilst maintaining the current performance schedule. Given the complexity of the world's busiest opera and ballet repertoire, the successful applicant will not only have to demonstrate exceptional technical and project management skill, but will also need to have acute understanding of the operational imperatives of one of the world's leading Opera Houses.

### **Responsible for:**

- Planning and delivering the upgrade to the main stage automation system
- Assisting in the planning and delivering of the new installation of the Linbury automation system
- Supporting and maintaining automation systems within the ROH, alongside planning and procurement of new equipment for upgrades and shows
- Delivering a quality service for the Flys automation operation with regard to safe working practice and Health & Safety policy
- Managing the installation of the automation control in ROH performance spaces with minimal disruption to day to day operations
- Managing the maintenance of automation systems

### **Key Accountabilities:**

#### Safety

- Ensure compliance with existing Health and Safety policy and safe working practices
- Instil a culture of continuous improvement for safety across all flying operations
- Ensure all incidents or accidents are properly recorded and reported

- Identify need for risk assessments and safe working practices and ensure implementation

#### Technical Operations

- Identify clear objectives and deliver the refurbishment to the automation control systems on time and on budget.
- Maintain the Flys Competency Training Programme to reflect the new developments in operations and best practice
- Identify and recommend further developments in engineering or operational capacity of the flying system, in response to production needs, and follow through as required
- Manage the maintenance of the existing automation infrastructure in performance spaces.

#### Production Needs

- Liaise and work effectively with stakeholders for new equipment integration and operation.
- Assess production needs and work collaboratively with stakeholders to problem-solve and seek appropriate solutions.
- Provide advice, resource planning and operational support to ensure the optimum level of service

#### Quality of Performance

- Ensure all staff working in the flys are trained to operate to the required standard
- Ensure that all services achieve the highest possible technical and aesthetic quality
- Ensure reliability of the flys system and redundancy measures.

#### Resource Management

- Assess and advise on staffing levels for installation requirements and smooth running of the service
- Attend scheduling meetings, plan and manage internal and external resources, working to relevant agreements and department guidelines
- Identify and advise on additional equipment needs for production requirements
- Operate within prescribed resource allocation and any given budget levels
- Identify any new industry developments which could benefit production quality and performance technology.

#### People Management

- Liaise with the flys team, internal engineering departments and contractors.
- Lead the team training and the function as a centre of excellence for training and staff development, with training assessments, training delivery and achievement of appropriate numbers of accredited operators and pipeline for succession planning.

## **PERSON SPECIFICATION:**

### **Essential Skills, Knowledge and Experience:**

- A proven track record of sufficient experience in technical automation installation and servicing with major establishments including the staging of opera and ballet productions
- Demonstrated track record as a trained and competent operator of an automated flying system (level 3 of ROH flying system or equivalent system)
- Experience of advanced show integration/show control technologies
- Strong planning skills and ability to deliver to deadlines with allocated resources
- Ability to run a successful training and development programme to ensure sufficient trained operators and pipeline undergoing assessments and training

### **Desirable Skills, Knowledge and Experience:**

#### **Technical Skills and Experience**

- Demonstrate an appreciation of both technical and aesthetic aspects of performance quality and service delivery
- Good technical theatre background with an understanding of or experience of developing software for end user operation.

#### **Management Skills**

- Ability to ensure a standard of excellence in safe service delivery for all fly operations and drive to achieve continuous improvement in safety
- Ability to manage and schedule automation installation projects
- Management of service and resources to promote safety, quality and best practice standards balanced with utilisation efficiency
- Staff management skills to provide leadership for the stakeholders and ensure optimum attendance, information flow/communications and consistent high standards of performance
- Fairness and consistency in team management and application of ROH and Department policies, procedures and standards
- Leadership and strong communication skills to support both aspects of the role: service delivery/stakeholder liaison and team management

#### **Job Requirements**

- Sound knowledge of Health and Safety requirements and safe working practices for an automated flying system (ROH system or equivalent)
- Awareness Equal Opportunities principles
- Flexibility to work varied hours including scheduled performances and to work on tour as required

Note: This Job Description reflects the current situation. It does not preclude change or development that might be required in the future.

