



ROYAL
OPERA
HOUSE

JOB DESCRIPTION

Role / Title:	Head Staff Director
Reports to:	Artistically: Director of Opera Administratively: Administrative Director, Royal Opera
Manages:	Staff Director, other freelance and contracted staff as appropriate

Overall Purpose of the Job:

To assist the directing and revival of opera performances to the highest international standards of theatre, with due regard to the financial, operational, health and safety and musical requirements of the Royal Opera House.

To be part of the artistic advisory process, allocating assistant and revival directors to productions, as well as keeping in touch with new developments in the theatre/opera world and keeping up with new trends and talent to contribute to discussions on future plans.

Key Accountabilities:

- To fulfil the role of Staff Director (assisting and reviving) on productions for the Royal Opera.
- To apply the highest standards of theatre performance (acting, narrative clarity and staging) to revivals, as appropriate and in consultation with the Director of Opera
- In consultation with the Director of Opera and Administrative Producer allocate Staff Directors, Freelance Directors, Young Artist Director and other production team members as appropriate to the various productions (including co-productions, hires and Learning & Participation work) and liaising with the Contracts Administrator for the issue of their contracts
- To monitor budgets for assistant directors, ensuring best value for money and affordability.
- To work with directors and revival directors at least one month in advance of commencement of rehearsals to establish draft schedules,

identify needs for shared resources (including rehearsal spaces) and JPYAs and choristers availability.

- To ensure all visiting creative teams produce a weekly schedule. To be detailed by Wednesday of the previous week to facilitate the timely planning of colleagues in other departments
- Provide guidance and support to Staff Directing team colleagues with their artistic responsibilities
- To strive to improve the diversity of directors and assistants in order to actively foster a culture of inclusion and enhance the quality of productions at the Royal Opera House
- To develop emerging talent through accessible well-structured observer-ships in collaboration with the Head of JPYAP, the Head of Music.
- To work with the Head of JPYAP to create a programme of appropriate assisting opportunities to ensure the continuous development and effective contribution of the JPYAP director: to help to train the JPYAP director and regular observers in effective assisting and manage their pastoral care; and to nurture the performing abilities of the JPYAs through regular coaching and proactive preparatory support and guidance ahead of production rehearsals
- In collaboration with the Director of Opera, help develop new directorial talent, by offering career advice, offering observation opportunities, and attending small-scale productions of new talent.
- To work as a Staff Director on other Royal Opera House activities for the Development and Learning & Participation Departments.
- To assist Directors and their Assistants to achieve the highest international standards of artistic effectiveness with due regard to the financial, operational and health and safety requirements of the Royal Opera House.
- To report to the Director of Opera any concerns where a Director's artistic ambitions conflict with the financial, operational and health and safety requirements of the Royal Opera House and seek to facilitate an appropriate solution.
- To assist in the selection and recruitment of actors, dancers, children, other extras, fight directors, skills coaches, choreographers, choreologists and interpreters as required.

- To support and advise freelance assistant directors, fight directors, skills coaches, choreographers, choreologists and interpreters.
- To be involved on the selection panel and final interviews for the appointment of the Young Artist Director.
- To supervise Choreography/Movement/Fight Direction Captains to maintain standards and safety
- To liaise with the Chorus Manager on last minute scheduling changes to chorus/Extra Chorus and Extras production sessions, to ensure that these fit in with the Chorus collective agreement, other contractual obligations and operational requirements.
- To liaise with the Company Manager on last minute scheduling changes to principal production sessions.
- Rehearse covers and any scheduled or unscheduled cast change rehearsals.
- Assist on or revival direct Royal Opera productions which are either hired or co-produced and performed abroad as directed by the Director of Opera
- To keep in touch with new developments in the theatre/opera world, keeping up with new trends and new talents to contribute to discussions on future plans.
- To attend auditions for new chorus members and for chorus small part auditions as required.
- Continually seek to develop and improve working practises and systems, ensuring health and safety and correct working methods are followed.
- Work in partnership with other departments, to ensure effective communication to meet the strategic aims of the Royal Opera.
- Implement House Policies, Union Agreements and relevant legislation and policy to ensure fair practice and the safety of staff and guest artists.
- Work as part of a team to deliver the strategic aims of the Royal Opera House.

Context

- The Head Staff Director may undertake outside directing work with the express permission of the Director of Opera, up to a maximum of 12 weeks per season. During this period the Head Staff Director is required

to keep up to date with their departmental administrative and management responsibilities and will be paid pro rata 25% of their full time salary.

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

PERSON SPECIFICATION:

Essential Skills, Knowledge and Experience:

- An established opera director with experience of working with an international level opera company and a great enthusiasm for what is going on in the world of opera and an extensive knowledge of the opera repertoire.
- The ability to read music.
- Exceptional understanding of theatre practice and acting.
- A knowledge of the two main operatic languages, Italian and German. Basic French and Russian an advantage.

Desirable Skills, Knowledge and Experience:

- A sound understanding of health and safety in relation to the stage.
- A strong team player
- Experience of choreography or movement training an advantage.
- Ability to communicate both in writing and orally in a fluent and persuasive manner, in good clear English, and to listen, negotiate and be assertive as appropriate.
- Ability to react quickly to situations, to be reliable and resilient, to perform consistently under pressure and to respond positively to changing circumstances.
- A confident manner, being able to deal at a high level with guest artists and Directors.
- Flexible and adaptable in thinking and approach, able to plan and manage change.
- Competent IT user – word, excel, outlook.

Job requirements

- Able to work flexible hours including regular evenings and weekends.

