



ROYAL OPERA HOUSE

JOB DESCRIPTION

Title: Ballet Master, The Royal Ballet

Reports to: Rehearsal Director, The Royal Ballet

Main purpose of the job

- To teach, prepare and rehearse dancers for designated Royal Ballet productions and performances
- To support the learning, development and progress of the dancers
- To provide supervision and ensure the smooth running of day to day operations within designated areas of responsibility
- To assist the Director and other members of the Artistic Staff with casting
- To attend performances and other Royal Ballet events as required
- To manage own learning and contribute to a culture of continuous improvement

Main Responsibilities

Supervision

- Ensure that Health and Safety requirements and best practice are observed in rehearsal and performance
- Ensure the dancers understand and follow all Royal Opera House policies, procedures and Royal Ballet Union Agreements relevant to their position
- Ensure the dancers understand the need for and demonstrate the highest standards of behaviour including responding positively and effectively to any problem, query or complaint
- Support and deputise for the Senior Ballet Master as necessary and agreed
- Ensure compliance with all safeguarding and best practice requirements for working with students from The Royal Ballet School, or other dance students

Learning and Development

- Encourage development of dancers and their skills
- Work with the Artistic Staff to ensure the dancers have thorough knowledge of the Company's current repertoire as required
- Provide any relevant information regarding individual dancers' fitness suitability or progress together with concerns regarding dancers' well-being at ballet staff meetings and at healthcare meetings as appropriate, with due regard to confidentiality and data protection
- Monitor the progress of students of the Royal Ballet School

Performance Preparation

- Teach, rehearse and prepare dancers for all designated productions and performances
- As necessary and agreed coach students, actors and stage musicians to ensure their smooth integration into productions
- In conjunction with the other Artistic Staff, ensure individual dancers' make-up, hair and general appearance is correct and of the standard required for each production
- In consultation with the Rehearsal Director and Ballet Staff organise cast changes for designated productions, notifying all other relevant ballet staff, wardrobe staff and other ROH personnel as required
- Teach company class as required

Management and Administration

- Foster positive relations with and between the dancers and similarly with the students
- Attend costume and wig fittings as required for designated productions
- Pass any information regarding repairs or replacements of costumes, wigs and props required to the relevant Costume or Production HOD
- Attend and participate in staff meetings, Company Liaison meetings with the dancers' representatives and other internal meetings as requested
- Attend tours as required, performing regular duties
- Liaising with Artistic Scheduling Manager, enter repertory casting information for each production into Royal Ballet Scheduling system ("Smartabase")
- Check cast sheets prior to each performance as required
- Attend company performances as required
- Ensure all administration is carried out efficiently and meets required deadlines
- Continually seek to develop and improve working practices
- Act as an ambassador for The Royal Ballet, both internally and externally, both at home and when on tour

Continuous Development/Continuous Improvement

- Keep in touch with developments and best practice in ballet
- Maintain good knowledge of the classical repertoire and keep up to date with new work and developments in the repertoire of The Royal Ballet
- Foster a culture of information sharing, collaborative working and team working
- Manage own learning and continuous professional development (CPD) relevant to the role; undertake any study or qualifications in line with given objectives
- Contribute to a culture of innovation and continuous improvement

PERSON SPECIFICATION

Essential Knowledge, Skills and Experience

Ballet

- A detailed knowledge of the classical repertoire and where possible of Royal Ballet productions
- A proven track record in teaching, rehearsing and developing professional dancers at all levels, to the highest standards
- Experience and understanding of the working practices of a major theatre

People Management Skills

- Ability to promote effective teamwork, trust and harmonious working relationships at all levels
- Ability to motivate and coach people to perform and achieve superior results
- Ability to promote effective learning and development techniques to dancers
- Ability to act as an ambassador for The Royal Ballet, both internally and externally

Management Skills

- Ability to manage priorities and support a busy workload
- Effective planning and time management skills
- Ability to ensure smooth running of day to day operations within a busy schedule

Continuous Improvement

- Ability to work to and support a culture of continuous improvement
- Ability to support a high performance culture and team ethic
- Commitment to managing own learning and continuous professional development relevant to the role

Job Requirements

- Flexibility to be available for scheduled classes, rehearsals and performances, including evenings and weekends as required
- Ability to travel to other venues and overseas on occasion if required

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

