

INFORMATION PACK FOR CANDIDATES

JOB TITLE: Technical Estate
Renewal Programme Lead

DATE: January 2023

ROYAL OPERA HOUSE



WELCOME

MESSAGE FROM ALEX BEARD, CHIEF EXECUTIVE

Thank you for taking the time to apply for a role at the Royal Opera House.

Extraordinary, world-class performances of opera and ballet are at the absolute heart of our vision here at the Royal Opera House.

So, whether the audience is in one of our beautiful theatres in Covent Garden, watching around the globe in cinemas and online streaming, or taking part in learning and participation programmes up and down the country, we want as many people as possible to enjoy and appreciate these astonishing artforms.

None of this would be possible without the exceptional team of people who work here. People are centre stage of everything we do at ROH, and we built our culture on our core values: treating everyone with Respect, being Open in our mindset and approach, and striving for the Highest Standards in everything we do.

Everyone is welcome at ROH, whatever your background or experience, and we look forward to your application.

Best of luck!

Alex

ROYAL OPERA HOUSE



ABOUT US

Home to The Royal Ballet, The Royal Opera and the Orchestra of the Royal Opera House, the Royal Opera House (ROH) brings together world-class performers and trailblazing creative teams to share unforgettable performances with audiences near and far.

We house the busiest theatres in the world, delivering more than 400 performances and around 1,350 learning events each year. We employ 1000 permanent staff and generate a turnover of £135m, attracting 1.5m attendances in Covent Garden and in cinemas.

We're at the forefront of innovation in ways in which audiences can experience opera and ballet. Our work is accessed and experienced across the UK and globally through streams, tours, cinema relays, radio broadcasts and TV output.

We work across three sites, all enabling us to produce exceptional performances – our theatres and offices at Covent Garden, our production workshop at Thurrock and our storage facility at Aberdare.

ROYAL OPERA HOUSE



WORK FOR US – EVERYONE IS WELCOME

We want many more people to enjoy and engage with exceptional ballet and opera.

We believe diversity is about making sure we can attract and develop talented people who bring more because of their different backgrounds, experiences, cultures and outlooks.

Recruiting and working with these talented people is just part of the work. We are committed to creating an environment where everyone believes they belong and can do their best work.

We operate a fair and open recruitment and selection process. Every role is open to all sections of society and we welcome your application, regardless of your sex, race, religion or belief, ethnic origin, different physical ability, age, gender identity or sexual orientation.

We particularly welcome applications from those who are from a global majority background and/or those who are disabled, as they are under-represented within the Royal Opera House. As a Disability Confident employer, we guarantee to interview all disabled applicants who meet the essential minimum criteria for our vacancies.



ROYAL OPERA HOUSE – TECHNICAL ESTATE PROGRAMME

The Royal Opera House (ROH) has developed a major programme of work which brings together a range of energy and sustainability initiatives, infrastructure replacement works and upgrades, and refurbishment projects which will help to transform the working environment and technical capabilities across our estate.

Within our Covent Garden home, the technical estate comprises all stage-related infrastructure, equipment and technology and was installed in 1999. Significant elements are now reaching their end of life and have also been superseded by technological advancements. We have commenced the detailed planning for upgrades and replacements in a programme scheduled from 2022 to 2027.

This role straddles the Operations Department who own the Capital & Estates Plan and works incredibly closely with key subject matter experts in the Technical, Production and Costume (TPC) Department.



JOB DESCRIPTION

JOB TITLE: Technical Estate Renewal Programme Lead

REPORTS TO: Director of Operations

CONTRACT TYPE: Permanent

SALARY: Competitive

HOURS OF WORK: 40 hours per week

MAIN PURPOSE OF JOB: Responsibility for further developing the technical estate programme of upgrades, replacements and refurbishment ensuring each project is planned to work alongside a demanding performance schedule, captured in business plans that detail productivity gains, cost savings and maintenance regimes and delivered to ensure operational continuity and tangible benefits.

JOB DESCRIPTION

MAIN RESPONSIBILITIES

- Work with the technical subject specialists across ROH and externally to commission surveys, studies and design specifications to inform & support the development of the programme and individual projects
- In consultation with relevant stakeholders and technical subject specialists, and working closely with the TPC Assistant Director, develop the coordination of controls systems in the stages area with reference to automated Flys and stage machinery.
- Develop a programme of work over 15 years assessing the priority and funding needs of each project and the potential to carry out works each year, liaising closely with the TPC Assistant Director (Technical)
- Ensure projects are designed and implemented with ROH sustainability principles and policies embedded from inception
- Work with TPC directorate (and others as required) to ensure the programme realises business transformation - to improve our operation, drive productivity and reduce the cost-of-service delivery
- Assess cost benefit analysis of long-term maintenance versus capital replacement (considering all constraints and impact on revenue)
- Oversee and support the development and implementation of a programme of projects to fulfilment and operational readiness including developing RACI matrices
- Ensure full compliance of the projects with Health and Safety legislation including, but not limited to, the requirements of CDM 2015 and machine safety regulations
- Support the development of internal experts and department leads to be involved in future project planning and design

JOB DESCRIPTION

PERSON SPECIFICATION

Essential knowledge, skills and experience

- An exceptional track record in effective technical management for major professional theatre productions or venues, including project experience of development and renewal.
- Demonstrable understanding of safety legislation, experience in production of risk management documentation
- Proven ability in designing change strategies within an organisation
- Experience in planning, overseeing and implementing a complex programme within a demanding operation
- Proven programme management skills, demonstrating a broad vision combined with an eye for detail
- Experience of managing a team and providing leadership and engagement with direct reports and key stakeholders
- Highly effective and confident interpersonal and influencing skills - able to inspire confidence, and develop effective working relationships internally and externally at all levels

KEY DELIVERABLES

- Develop and keep under regular review the programme of the technical estate project; develop a prioritised plan of technical upgrades considering the age and state of equipment, funding requirements, design and lead-times and stage access needs within the production and performance schedule
- Liaise with colleagues internally and suppliers, consultants, and contractors externally to develop options, methodologies, schedules and project benefits (financial and non-financial); ensure projects support any required change to the ROH operation
- Develop project management processes and monitoring regimes and report on ROI, budget timetable and risks for each element of the programme
- Manage a team of project managers ensuring their proactive engagement with operational teams
- Work with ROH Estates & Facilities and Stage Blue (stage engineering) teams to agree maintenance regimes across stage infrastructure and equipment, taking into account risk mitigation and the upgrade programme



WORKING WITH US – WHAT TO EXPECT

“The Royal Opera House has been an exceptional place to work and thoroughly supported everyone at all levels during very difficult times”

“Working at the Royal Opera House has provided me so much joy in my life. I really do love working for such a great organisation and with lovely people.”

“I absolutely love working here.”

Starting a new job can be daunting. At the Royal Opera House we want to make that transition as smooth and easy for you as possible. We'll provide you with all the information you need before you start and will be on hand to answer any questions you may have about the role.

We are a big organisation, with more than 1000 staff and sites at Covent Garden, Thurrock and Aberdare. There will be plenty of people to meet and you'll have a structured induction, including tours of both our Covent Garden and Thurrock sites. This is a great way to orient yourself and understand how all the work comes together.



WORKING WITH US – BENEFITS

- 28 days annual leave (including bank holidays), increasing with length of service.
- Membership of the ROH Pension scheme
- Staff offers on performance tickets and access to general rehearsals
- Subsidised canteen and coffee bar
- Interest free season ticket loan once you have passed your probation and onsite spaces for secure cycle storage, subject to availability
- Family Friendly policies
- Childcare vouchers scheme
- Access to our Employee Assistance Programme providing 24 hour advice and counselling services
- Access to the ROH Benevolent Fund, providing confidential support and assistance
- Special arrangements for Healthcare including a health cash plan for employees and healthcare support for performers
- Discounts on alternative and physical therapies provided in-house
- Discounted staff ballet, Pilates and yoga classes
- Discounts at the ROH Shop
- Concessions at a wide range of local Covent Garden shops, restaurants and gyms



YOUR APPLICATION – CHECKLIST AND WHAT'S NEXT

- Read through this job pack before you make your application.
- We're committed to anonymous shortlisting and all applications are reviewed on their own merit. For this reason we don't accept CVs directly and applications must be made via our website. Follow the link at the bottom of the job description webpage to make your application. [Find out more.](#)
- If you have any questions or require any reasonable adjustments to the application process, please [contact the ROH Recruitment Team.](#)



CLOSING DATE AND INTERVIEWS

Closing date for applications: **8am, Friday 20th January 2023**

Once the applications have been reviewed, we will contact you if you have been successful in being shortlisted for an interview.

We also contact all unsuccessful applicants by email.

GOOD LUCK!

