

Royal Opera House Apprenticeships

What part could you play?



INFORMATION PACK FOR CANDIDATES

[Costume Making Apprenticeship](#)

COSTUME MAKER APPRENTICE
Costume

Applications close:
9am, 20th May 2024

1st Round Online Interviews:
w/c 27th May 2024

In-Person Assessment Days & Interviews:
w/c 3rd June 2024

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

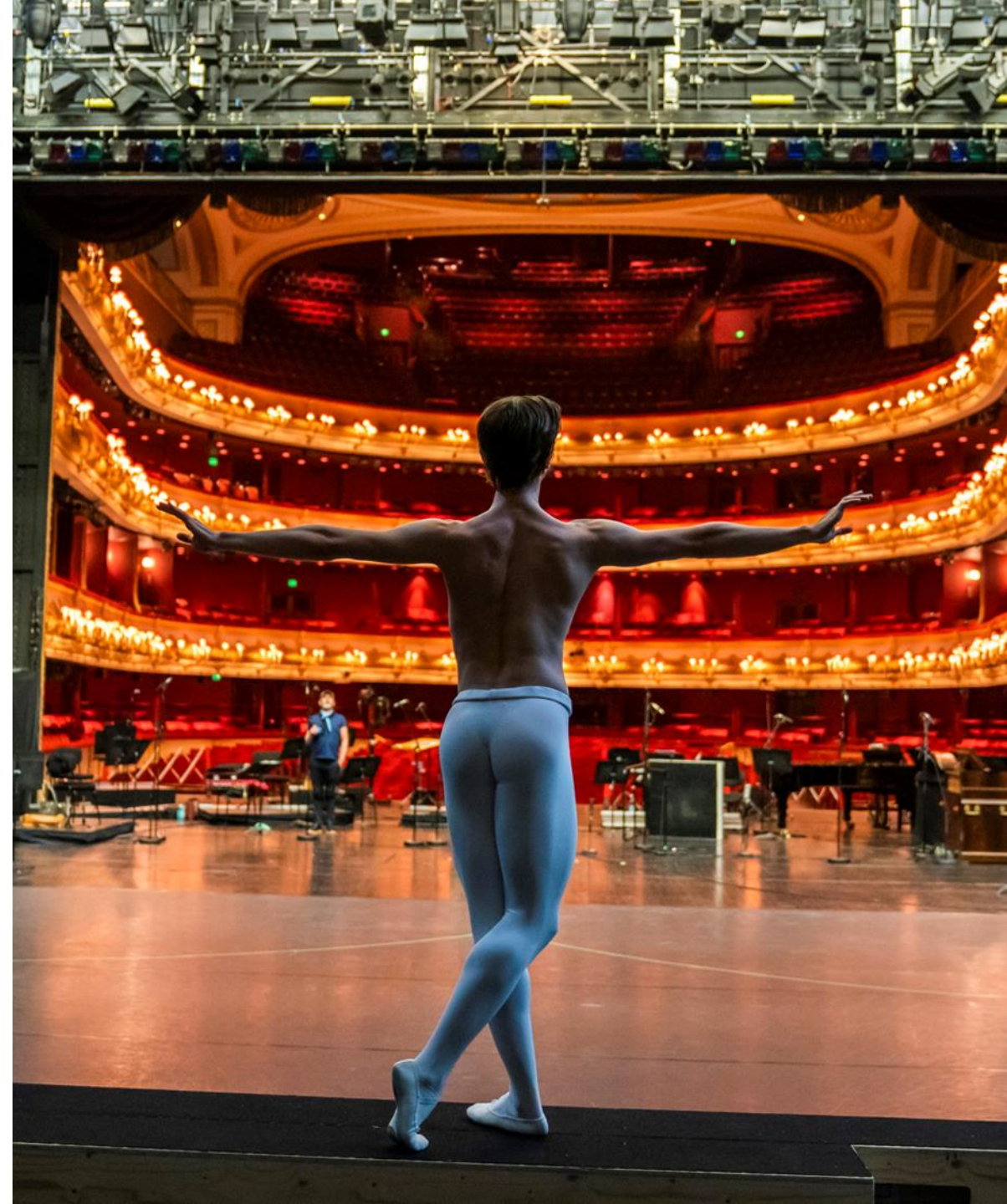


ROH APPRENTICESHIPS

WHY AN APPRENTICESHIP AT THE ROYAL OPERA HOUSE?

- Study for a Level 3 Apprenticeship at College
- Work full-time at ROH to get on the job experience and skills
- Get paid while studying and working

Build confidence in an exciting place to work, where no two days are the same...



ALL ABOUT THE ROYAL OPERA HOUSE

The Royal Opera House is home to The Royal Ballet, Royal Opera and the Orchestra of the Royal Opera House. We are a producing repertory theatre - meaning that we make most of the productions that are shown ourselves.

We are one of the busiest theatres in the world, delivering more than 400 performances and around 1,350 learning events each year. We employ over 1100 permanent staff working 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.



OUR CRAFTSPEOPLE

Every set, costume and prop that appears on the stage to create the spectacular worlds that help tell the stories of the Opera and Ballet is made by our highly skilled teams; these include

Scenic Carpenters,

Scenic Metal Workers,

Scenic Artists,

Props Makers,

Armourers,

Wig Makers and

Costume Makers.

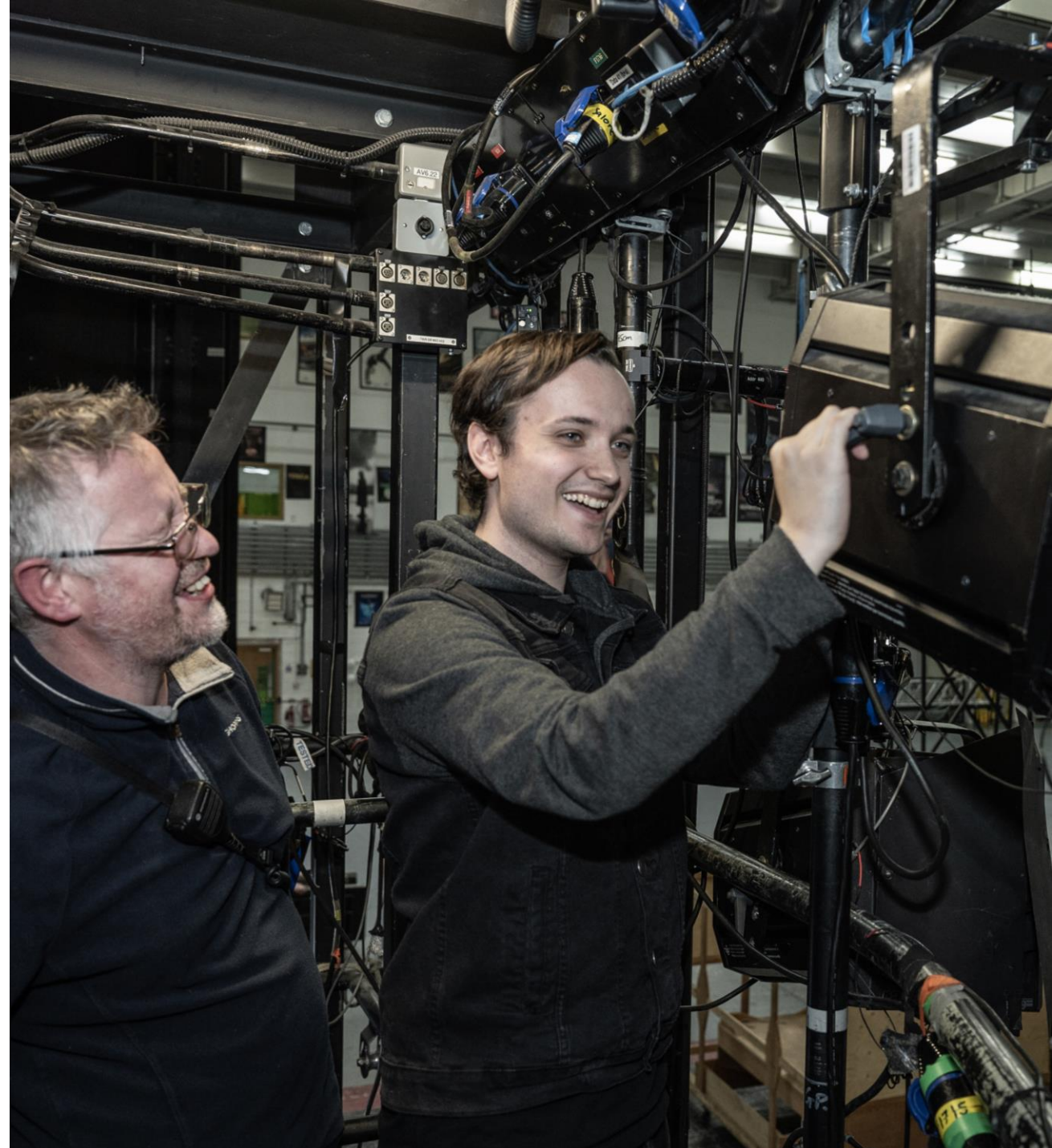


BEHIND THE SCENES...

There are also teams of highly skilled people making the live shows happen; lighting experts, sound experts, stage build crews and flies and automation crews, on stage props, costume and make up teams.

These teams get the show up and running from rehearsal through to performance nights.

There are up to four different productions showing on our main stage in a week and a whole production can be stripped from the stage to make way for another in a matter of minutes.



As well as the teams who work directly on our performances, there is an army of people that support the day-to-day workings of the organisation.

These include:

- Visitor Experience
- Audiences & Commercial
- Learning & Participation
- Development, Advocacy & Public Policy
- Operations, Estates & Facilities
- Finance, Legal & Business Affairs
- Human Resources
- Information Technology

And we have Apprenticeships in these departments too!

ROYAL OPERA HOUSE



Whatever the team, everyone who works at the ROH has a passion for what they do and a shared interest in keeping this unique and brilliant theatre doing what it does best.

For that to continue into the future, **we want to encourage fresh, passionate new talent into the building and our apprenticeship scheme plays a big part in that.**

All departments across the organisation support the apprentices through their journey with us.

Apprentices at the ROH get an authentic workplace experience in their specialist field and are fully integrated into the professional teams working on producing our live shows.



WHERE DO YOU FIT IN?

- We are interested in recruiting apprentices that are **curious**, driven by working in a creative environment and are **keen to learn new skills**.
- We don't expect our apprentices to be experts, but we do want people who **bring enthusiasm and a willingness to learn** from some of the best in the industry (and who might teach us a thing or two!)
- We believe diversity is about making sure we can **attract and develop talented people** with 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.**



HOW OUR APPRENTICESHIPS WORK

ROH Apprentices are placed in a department relevant to their apprenticeship. They work as part of those teams across a working week that is regulated by the line manager in the department.

Apprentices are also supported by the Apprenticeships team to ensure each apprentice is happy in their placement and keep them on track throughout. The apprentices also support one another as a peer group; there are several opportunities to meet throughout the placements.

Apprenticeships are 2 years (3 in some cases) and have a mix of work and study. Each position is assigned a college that will support the qualification learning and a percentage of the working week of an apprentice is assigned for college work and study. This is either on day release, block release or remote learning.



As part of the Apprentice cohort you will join with other apprentices from ROH taking part in events, training opportunities and activities to bring you together as a community.

You will be assigned a mentor in your department who can manage your work and progress.

You will have regular pastoral sessions with the apprenticeship team who also manage any practical needs of your qualification or employment

The apprenticeships team also connect with your college to ensure you are on track.

Your college course may be day or block release but we allow you time in your working week to fit this in.

You will earn National Living Wage which will increase by 2.5% in your second year.



ROYAL OPERA HOUSE

Costume Making

Apprenticeship

What does a Costume Maker do?

Theatre Costume Makers translate designs into garments suitable for performance. This requires practical skills but also imagination and ingenuity.

Purpose of the apprenticeship

The Costume Maker Apprenticeship is an opportunity to acquire practical craft skills in costume making, relevant to the performing arts industries.



WHAT IS INVOLVED?

The apprenticeship will be split between the costume workrooms at the ROH and **South Essex College in Thurrock** where you will work towards a level 3 Garment Maker Apprenticeship Standard.

During the first year, the successful candidate will spend time learning onsite at college, with the remainder of time spent at the ROH in Covent Garden.

- The apprentice will be supported throughout the apprenticeship by a college tutor, ROH costume staff and by the Apprenticeships Team.
- The apprentice will spend blocks of time in the three different costume workrooms at the ROH: Ladies workroom, Men's workroom and the Revival workroom.
- The working week is 42.5 hours.
- There will be the opportunity to spend time at another theatre venue or commercial workshop during the second year of the apprenticeship.



WHO WILL YOU BE WORKING WITH?

You will be supported throughout the apprenticeship by a college assessor, ROH Costume staff and the Apprenticeships Team.

You will work alongside a variety of people and departments throughout the apprenticeship, but you will work most often with the following teams:

- Staff and Managers of the three costume workrooms
- Costume Production Managers
- Designers
- Performers



What will you do in the workplace during the apprenticeship?

- Assist with the making of costumes for all new productions and for revivals of old shows.
- Contribute to the maintenance of show records, relevant notes and make detailed notes of alterations that are required.
- Help produce costumes working from designs, working drawings, models and instructions using a wide range of techniques and materials.
- Assist with the fitting of costumes.
- Take and record accurate measurements of artists.
- Have a positive and responsible attitude to health and safety.
- Maintain a safe and tidy work area, carrying out cleaning and basic machine maintenance.
- Gain familiarity with new and improved making/repairing techniques, materials or working practices.
- Participate in additional training as necessary.



- Carry out any other reasonable duties as requested by the relevant HOD or Apprenticeships Manager.
- Submit learning logs and diaries to the Apprenticeships Manager.
- Attend regular meetings with line managers and the Apprenticeships Manager to review progress.

What we are looking for in a Costume Making Apprentice

- An interest in costume making.
- An interest in period costume and in the theatre.
- Accurate hand and machine sewing skills, basic knowledge of different sewing machines and their maintenance and familiarity with sewing terminology and techniques.
- Good attention to detail.
- A helpful, positive and proactive approach.
- Good at working in a team.
- Good communication skills.
- Punctual and good at managing your own workload.
- Self-motivated to acquire new skills and knowledge.
- Physically capable of undertaking the requirements of the job. Reasonable adjustments will be considered as part of your application.



MINIMUM ESSENTIAL REQUIREMENTS:

- You must be **18 years old or over** on 2nd September 2024.
- You must **not** have completed a degree or equivalent level qualification in the UK or elsewhere.
- You must have work authorisation for the UK.
- Ability and willingness to work long hours, including evenings and weekends.
- You must be able to commute to the Royal Opera House in Covent Garden, Central London and SEC College in Thurrock, Essex.



OUR PROCESS

- 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, disability, 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.
- Take a look at [these case studies](#) to hear some past apprentice stories.
- See our frequently asked questions if you would like to know more or email your questions to apprentices@roh.org.uk



WHAT ARE THE PERKS?

As an ROH Apprentice you will earn the National Living Wage while you qualify.

You will have the opportunity to take part in other training on offer to staff to add to your wider skills.

You will also benefit from all the ROH Staff discounts and offers. These include:

- Staff offers on performance tickets and access to general rehearsals
- Subsidised canteen and coffee bar
- Access to our Employee Assistance Programme providing 24-hour advice and counselling services
- 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



WORKING WITH US – WHAT TO EXPECT

“The Royal Opera House has been an exceptional place to work and thoroughly supported everyone 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 1100 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.



HOW TO APPLY

Scroll to the bottom of the advert on the ROH website and click on 'Apply Now'. Complete our simple application form - we promise it is not too scary. Also check out our 'Guidance for Submitting your Application' document for some tips!

If you have any access needs and would like to complete the form in a different format- please contact us on hr.recruitment@roh.org.uk

- The closing date for applications is 9am, Monday 20th May 2024.
- First round interviews will be held week beginning 27th May online.
- Second round interviews will be held at ROH Covent Garden w/c 3rd June.
- Starting date for successful candidate 2nd Sept 2024.

Please note the in-person interview stage of the application requires applicants to bring an item to talk about and demonstrate their making/design skills, a full portfolio is not necessary.

