



Information Pack for Candidates

Lighting Project Engineer

Welcome

MESSAGE FROM ALEX BEARD, CHIEF EXECUTIVE

Thank you for taking the time to apply for a role with the Royal Ballet and Opera.

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

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 RBO, 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 RBO, whatever your background or experience, and we look forward to your application.

Best of luck!

Alex



About Us

Home to The Royal Ballet, The Royal Opera and the Orchestra of the Royal Opera House, the Royal Ballet and Opera (RBO) 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 1100 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.

We are a charity reliant on fundraised voluntary income from individuals, Trusts and Foundations and Corporate partnerships, together with our grant from Arts Council England, in order to fund our work on our stages and in our community. Our staff is responsible for working together across all aspects of the business, to support the charity in its mission and aims, ensuring its future success.



Lighting Projects

The Royal Ballet and Opera (RBO) is developing a major programme of work which will bring together a range of energy and sustainability initiatives, infrastructure replacement works, and individual projects which will help to transform the working environment across our estate. Like much of the RBO estate, the technical estate was installed in 1999 and is now reaching the end of its life or has been superseded by technological advancements.

Two major lighting projects are underway. The first, upgrade and replacement of the Auditorium house and emergency lighting systems. The second, upgrade and replacement of the stage lighting fixtures and associated infrastructure. Ensuring we work closely with operational colleagues to deliver projects around a demanding schedule without interruption to performances.



Job Description

- Assist the PM in gathering client requirements to determine system specifications and budgetary needs.
- Document control for networks, systems, concepts, processes, and Operation & Maintenance (O&M) manuals.
- Ensure equipment purchased via the project is asset managed, installed, and commissioned to RBO requirements, while monitoring the stock of project critical spares, tools, and consumables.
- Collaborate with external contractors, surveyors, and consultants to define project and system scope, and feedback to key stakeholders.
- Assist in writing tender documents, particularly technical specifications.
- Assist the PM in managing budgets effectively, maximising resources and efficiencies within budgetary constraints.
- Work with the Estates and Facilities department to ensure all projects comply with governance standards, including fire compartmentation, emergency lighting, and electrical safe isolation.
- Report project risks and progress to the Project Manager.
- Ensure effective application of Health & Safety regulations, such as CDM 2015, and adherence to risk assessments and method statements.
- Contribute to the design and delivery of control network and electrical systems upgrades, in collaboration with the Lighting Control and Visualisation, Lighting Systems, and IT departments.
- Oversee site works during installation, coordinating day-to-day upgrades without disrupting stage operations, and ensuring compliance with CDM 2015, which will include some night works.
- Act as the link between project work and business as usual, providing support and training for Technical & Production departments upon project completion.
- Provide 2nd line support for Lighting Department members.

Person Specification

Essential

- Experience in the use, installation, and design of entertainment lighting systems.
- Experience in the use, installation, and design of temporary and permanent electrical systems.
- Experience with ETC Eos family consoles, peripherals, and lighting networking systems.
- Experience with programming and understanding of ETC Paradigm software.
- Experience with entertainment networking systems software such as ETC Concert and Luminex Araneo.
- Ability to follow and create electrical schematics and diagrams.
- Excellent troubleshooting skills.
- Good understanding of CDM regulations and experience in contractor management.
- Open and confident communicator.
- Proficient user of Microsoft Office 365.

Desirable

- Moving Light Service Training
- ETC Paradigm training
- Project management qualification: Prince2 or APM
- A good understanding of a busy a repertory house schedule
- CCNA
- Rigging experience
- Working at height
- IPAF
- IOSH

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.

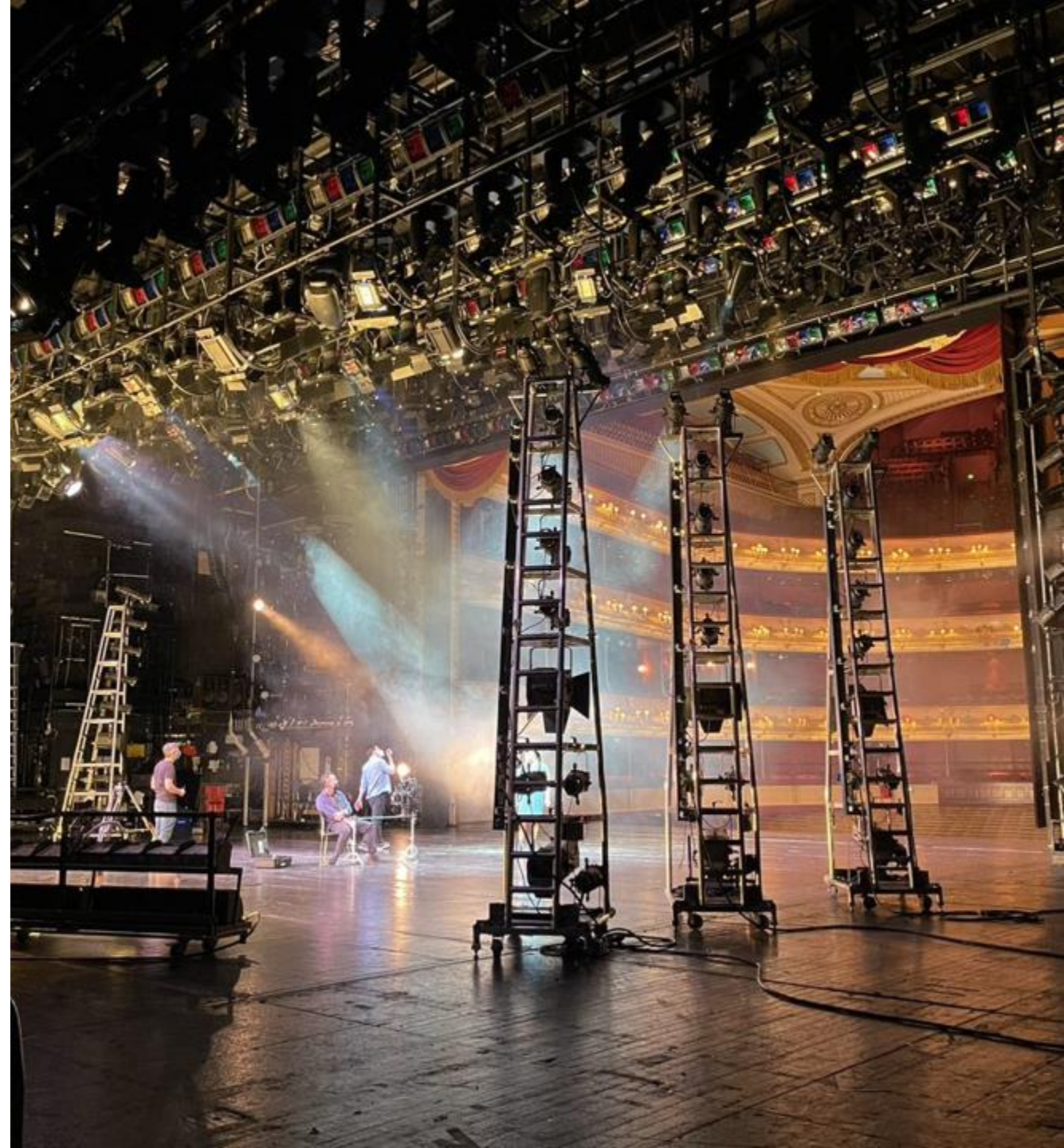
We particularly welcome applications from those who are from a global majority background and/or those who are disabled, as they are under-represented within the Royal Ballet and Opera. As a Disability Confident employer, we guarantee to interview all disabled applicants who meet the essential minimum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



Work With Us – What to Expect

Starting a new job can be daunting. At the Royal Ballet and Opera, 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.



Staff Benefits

- 33 days annual leave (including bank holidays)
- Membership of the RBO Aviva 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
- Access to our Employee Assistance Programme providing 24-hour advice and counselling services
- Access to the 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 RBO Shop
- Concessions at a wide range of local Covent Garden shops, restaurants and gyms



Recruitment Process

- 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 RBO Recruitment Team.](#)
- After you have submitted your application, we will contact you if you have been shortlisted for the interview stage. *We also contact all unsuccessful applicants by email with an outcome.*



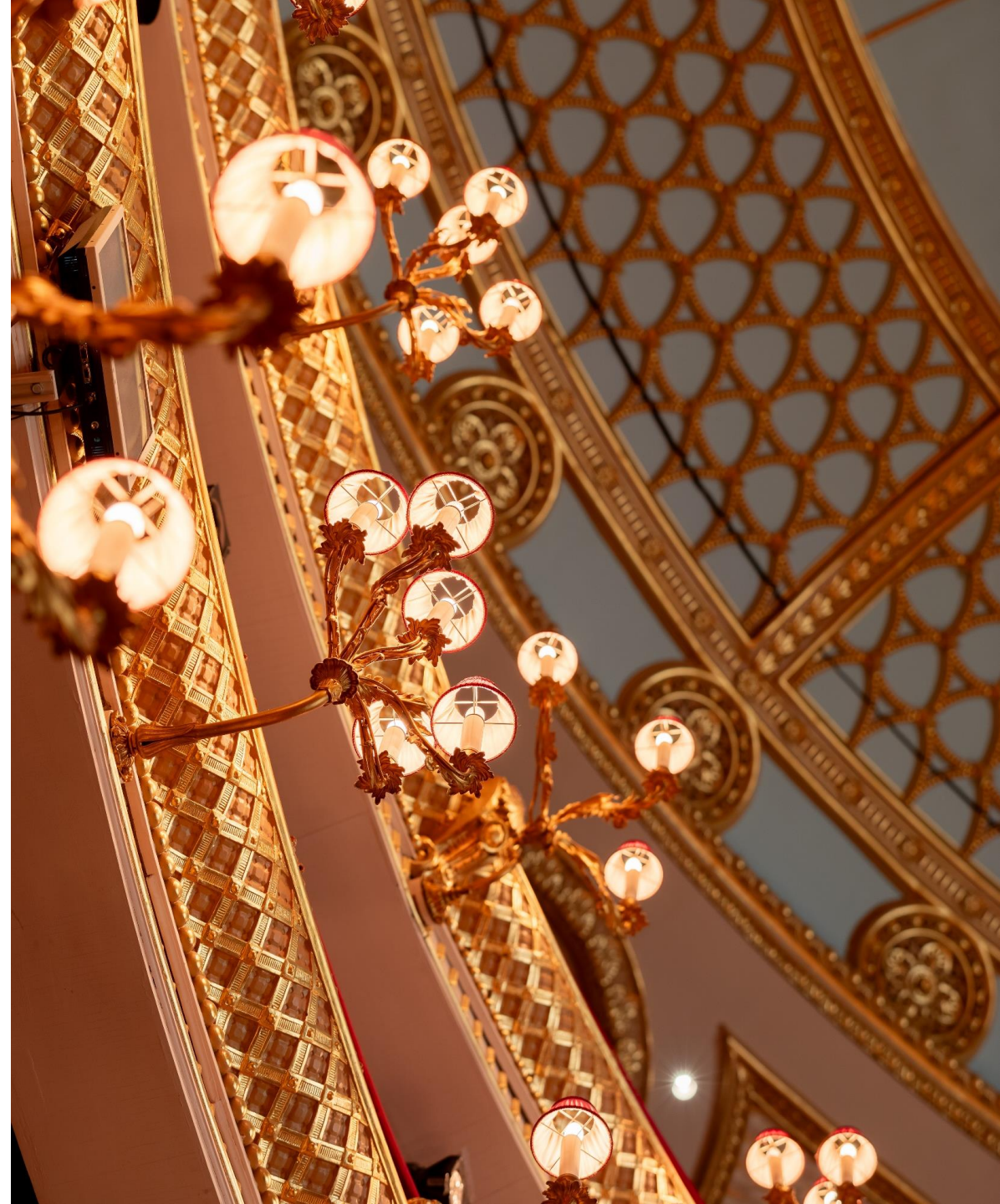
Recruitment Timeline

Role closes to applications:

8am, Friday 13th December 2024

Interviews will be held on **18th**

December 2024





**We await your
application**

For people. Not profit
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