



Show Manager Candidate Pack



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Your journey starts here...



English National Opera exists for everyone, creating new experiences with opera that inspires, nurtures creativity and makes a difference. Our vision is for lives changed through opera.

We take a fresh inspiring approach to opera to reflect the diversity of our culture.

We believe that opera is a living art form able to connect to people from all parts of our society. We collaborate with a range of artists and art forms as part of our commitment to the future of the art form. We sing in English, as we believe it enhances the emotional connection between performers and audiences.

We encourage creativity throughout the company and our commitment to the future of opera provides a platform to develop outstanding careers.



We are a world-class national company recognised internationally for the standard of our work. We nurture talent across the entire company including a platform for young singers to start and then develop global careers.

We connect to audiences through inspiring, accessible, world-class opera and stimulating, creative participation programmes.

We create our productions for the widest possible audiences and aim to introduce completely new audiences to the magic of opera whether at the London Coliseum, outside of our theatrical home or internationally.

We make our productions accessible by offering a large proportion of tickets at affordable prices, and through our attendance schemes.



We work with a wide range of visiting companies to generate essential revenue and welcome new audiences to share the experience of our theatre.

**English National
Opera is founded
on the belief
that opera of
the highest
quality should
be accessible
to anyone.**



Show Manager

SUMMARY

The Show Manager is responsible for managing Stage Department staff and resources during builds, rehearsals and performances at ENO. This includes overseeing scenic and prop services, supervising technicians and show changeovers, and supporting visiting companies at the London Coliseum. The role requires strong leadership, stagecraft experience, and a collaborative approach with other technical departments.

This is a fixed term contract starting ASAP and ending on 1 March 2026 with a break over the Christmas period (21 December 2025- 19 January 2026).

Reports to:

Head of Stage

Salary

£52,349.44 pro rata

Holiday Entitlement

25 days (pro rata) plus public holidays

Location

London Coliseum

Hours

44 hours per week averaged annually

Show Manager

Key Accountabilities

- Meet with the Production teams and Head of Stage to be briefed on the upcoming shows, agree staffing levels and to receive operational and H&S information to disseminate between the stage technical staff
- Aid the Production Managers and Technical management team in deciding the staffing requirements for each part of the day to meet rehearsal, performance and changeover requirements
- Aid the Production teams and Technical management in planning and organising the packing away and storage of productions when in rep at the Coliseum
- Lead the Stage team during fit-ups and get outs under direction and supported by the Production Managers and the Head of Stage
- Lead the stage technicians in learning and executing the show cues, scene changes and strike and packs for their allocated productions, and where appropriate, lead in carrying out running repair and maintenance for those productions
- Lead the changeovers and night changeovers (within the allocated number of overnight calls in line with union agreements) of allocated shows and where needed; learn the other shows within the rep to aid with their changeovers where scheduling limitations, sickness and holiday require cover
- Ensure that accurate records of the scenic requirements are maintained for each production allocated to them by the Head of Stage and Head of Technical, supply these records to the production team for the show bibles at the end of each production
- Monitoring and recording the attendance of Technicians against the schedule drawn up by Technical management team; reporting to the Head of Stage and Head of Technical on lateness/absence; and aid, where needed, in arranging for replacement staff
- On changeover and show days, lead in briefing the Stage Technicians on the day's activities including striking, setting, and storage of all scenic and prop elements, in line with the agreed methods set out by the Production Managers and Head of Stage
- Under guidance from the production teams, lead the stage staff, including agency staff in loading out shows into any of ENO's storage facilities, maintaining care and attention to the condition of stored scenic elements
- Lead in supervising and controlling the activities of Stage Technicians in rehearsal rooms, the stage area and other areas as necessary, to ensure that the production team's requirements are met and that technical standards are maintained for each performance
- Support the Head of Stage in ensuring that any technical or personnel problems within the stage teams are dealt with promptly; and that professional conduct is maintained and, where necessary, disciplinary action initiated
- Ensure that all related activities are carried out in a safe manner in line with Company health and safety policies, and that any incidents, accidents and near misses are reported in the appropriate way
- Support the Head of Stage and Head of Technical in assessing the performance of individual Technicians including identifying training needs
- Support the Head of Stage in developing an effective maintenance programme for stage equipment
- Attend production meetings, scheduling meetings and technical meetings as required
- Provide technical advice and instruction to Technicians as needed, supporting their skills development
- Manage employee relations with attention to staff welfare
- Act as a team leader supporting the Head of Stage and Head of Technical and deputising for the Head of Stage when necessary
- Collaborating with other Show Managers on productions as needed
- Carry out any other reasonable duties or tasks as required by the role

Show Manager

Person Specification

Required:

- Availability to start asap
- Experience leading a Stage team, including external contractors, scheduling of team and conducting excellent cross-department communications
- Experience working on load-ins and loadouts, changeovers & performances
- Ability to maintain staging systems including flying, traps, sliders and orchestra elevators
- Knowledge of stage machinery including counterweight flying (single, double purchase systems), motor and hoist rigging and control and trussing systems (including ground-support systems)
- Experience of scenery, decoration, and props building and maintenance, including woodwork, joinery skills and metal work
- Ability to create department documentation including cue sheets, risk assessments and standard operating procedures
- Ability to understand and interpret appropriate technical paperwork and plans
- Drive and expertise to maintain up to date knowledge of developments with the industry
- Ability to use battery and mains operated hand tools
- Excellent IT skills, particularly Microsoft Office
- Awareness of UK health & safety regulations
- Good time keeping skills
- Experience assembling and building of modular and temporary structures, including staging platforms and truss systems
- Experience using access equipment including ladders, MEWPs and tallscopes
- Ability and willingness to work long hours in a mixture of industrial and office environments

Desirable:

- Experience working in a unionised environment and within a repertory theatre setting
- Experience in another department within the theatrical environment
- Recognised certifications in rigging, stage craft, health & safety
- Harness and rescue training
- Knowledge of human-flying systems
- Understanding of Vectorworks, AutoCAD or similar computer modelling software
- IPAF 3A + 3B license

Show Manager

At the ENO, our people play a vital role in helping us create extraordinary encounters with opera and beyond, so it's just as important that we reward people beyond their salary to recognise their contributions.

Your Wellbeing

- **Annual Leave:** 25 days plus Public Holidays
- **Hybrid and flexible working**
- Eye care vouchers
- Enhanced Company Sick Pay
- Enhanced Family Friendly Leave (including Maternity Leave and Paternity Leave)
- Cycle-to-Work Scheme
- **Employee Assistance Programme (EAP)** through Spectrum.Life:
 - Confidential support available 24/7, 365 days a year for employees, their partners, and dependents (16+)
 - Wellbeing resources including videos, podcasts, and fitness plans on topics such as sleep health, fitness, nutrition, stress management, and more



Seeing Our Performances

- Complimentary tickets for ENO and selected London Coliseum performances
- Staff rate for ENO performances
- Complimentary tickets to talks, recitals and behind-the-scenes events



Managing Money

- Salary Sacrifice pension scheme with Natwest Cushon
- Subsidised Staff canteen at the London Coliseum
- Interest-free travel season ticket loans
- Annual pay review
- Discounts across various categories including: Travel, Wellness and Fitness, Electronics, Accessories, Food & Drink and many more through Spectrum.Life



Your Professional Development

- Annual Professional Development Review to support your personal and career ambitions and achievements
- Opportunities for Sabbatical leave to invest in your learning, wellbeing and career goals



"The variety of what we do is amazing, from drinks receptions and garden parties, to opportunities to see performances from Stage, Prompt or the Flys - every day is different and exciting!"

Show Manager

To Apply

Please send the following to workwithus@eno.org:

- CV
- Covering letter (500 words maximum) **or** video (2 minutes maximum) detailing your interest and suitability for the role as well as your interview availability.

Please also submit our anonymous [Equality and Diversity Monitoring Form](#).

We're proud to be a Disability Confident Employer. If you'd like to apply through the Disability Confident Guaranteed Interview Scheme, please mention this in your cover letter and let us know of any reasonable adjustments you may need during the interview process.

Application Deadline

10am Monday 3 November 2025*

*This position is required to commence as soon as possible. Applicants are therefore advised to apply early, as the vacancy may close once a suitable candidate has been appointed.

Interviews

Interviews will be allocated according to candidate availability





Confidentiality

Confidentiality is so important in this role and our policy is strict. All information concerning staff, patrons and other ENO business, the disclosure of which could be detrimental to the company, must be held in the strictest confidence and may not be divulged to any unauthorised person at any time.

Data Protection

Data Protection and adherence to GDPR is equally important. We therefore require that computer information should only be accessed if this has been authorised and is necessary as part of the postholder's work. You will need to be aware of the GDPR 8 key principals, and the Computer Misuse Act 1990.

Health and Safety

Health and Safety is so important at ENO and we would expect that the postholder will be happy to undertake personal responsibility for safety as will be outlined in the ENO safety policy and the Health and Safety at Work Act 1974.

Equal Opportunities

Equal Opportunities is a given. We will expect the postholder to abide by ENO's policies on Equal Opportunities and Dignity at Work.

Code of Conduct

Code of Conduct is sometimes assumed, but at ENO we will require the postholder to act in accordance with ENO's Code of Conduct whereby everyone shall be treated in a professional and courteous manner with full regard to the avoidance of discrimination, consistent with current equal opportunities employment legislation.



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