



Stage Supervisor 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.

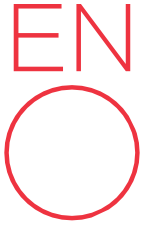
We create our productions for the widest possible audiences and aim to introduce completely new audiences to the magic of opera whether at the London Coliseum, outside of our theatrical home or internationally.

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.**



Stage Supervisor

Summary

The Stage Supervisor plays a pivotal role within the Stage Department leadership team, responsible for the safe, efficient, and high-quality delivery of ENO and visiting productions at the London Coliseum and other venues as required.

Supporting the Head of Stage, the role has day-to-day responsibility for staging operations, while also contributing to departmental planning, resource management, and the ongoing development of people, processes, and technical systems.

The Stage Supervisor role models effective team oversight, promoting ENO's values and ensuring high professional and behavioural standards are achieved, helping to maintain ENO's reputation for operational excellence and collaborative working.

Contract dates

31/08/2026 - 21/03/2027

Please note that candidates must be available for all dates to apply.

Reports to

Head of Stage

Dotted line to

Head of Technical

Salary

£57,268.64 per annum pro rata

Location

London Coliseum

Hours

44 hour per week averaged across the contract



Stage Supervisor

Key Responsibilities

General

- Champion and embed ENO's values in day-to-day practice, supporting an inclusive, respectful, and collaborative working environment across all departments.
- Promote high professional standards and positive behaviours within the Stage department, ensuring a respectful, collaborative culture that supports both ENO productions and provides a seamless, supportive experience for visiting productions to the London Coliseum.
- Participate in all necessary technical work required by ENO, whether it is an internal or external production or event. This may include working in various ENO locations including stores, workshops, rehearsal rooms and involvement during the production phase.
- Act as principal liaison for the Stage department on ENO productions as directed by the Head of Stage.
- Represent the Stage Department at model showings, production meetings and other meetings, as required.
- Under the guidance of the Production Management, respond to design requirements from a staging perspective, supporting problem-solving and equipment allocation for individual productions. Act as a key point of contact for designers during stage rehearsals, attend notes sessions, and lead the completion and follow-up of stage notes.
- Attend meetings with internal and external stakeholders regarding ENO/LCL operations, always representing ENO to the highest standards.
- Participate in determining the staffing requirements (both levels and skill sets) needed to meet rehearsal, performance, and changeover demands for ENO productions.
- Support the Stage Systems department in the installation, commissioning, and operation of stage automation systems for ENO productions.
- Participate in planning and organising the storage of ENO productions when in rep at the Coliseum and at ENO's storage facilities, maintaining effective communication with Technical and Production Management regarding storage issues and changes.
- Ensure that all paperwork and files relating to productions are created, recorded, and archived in the appropriate format and location as directed by Production and Technical Management.
- Monitor stock and equipment levels within the Stage Department, reporting any requirements or replenishment needs to the Head of Stage in a timely manner.
- Contribute to the effective management of departmental assets by ensuring all resources are correctly tagged, documented, and maintained within the ENO's asset-tracking systems.
- Ensure that all ENO places of work are kept clean and tidy through effective utilisation of Stage Department personnel and ensure that all departmental equipment is correctly stored and maintained.



Stage Supervisor

Key Responsibilities

Leadership and Department Management

- Oversee and lead the day-to-day running of the Stage Department for each production, from initiation through to completion. Ensure clear and effective communication of production developments, schedules, and operational requirements to Production and Technical Management, facilitating smooth collaboration and delivery.
- Support the Head of Stage in scheduling and booking personnel within the Stage Department in line with Technical Management direction, Union Agreements, Contracts, and the ENO/LCL programme. Ensure union agreements are upheld at all times, proactively identifying and communicating any potential issues and ensuring staffing costs remain within the agreed budget.
- Manage teams, as directed by the Head of Stage and Technical Management during fit-ups, get outs, changeovers and performances of ENO productions at the London Coliseum and on tour.
- Monitor and record the attendance of technicians; reporting lateness/absence to the Head of Stage and Technical Operations Manager; and where needed, arrange for replacement staff.
- Lead in briefing Stage personnel 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 Production Management and the Head of Stage.
- Lead Stage and agency personnel in loading productions in/out of ENO's storage facilities, maintaining care and attention to the condition of stored scenic elements.
- Train, supervise, and oversee technicians in the programming and operation of automated systems during rehearsals and performances, ensuring safe, efficient, and reliable operation at all times.
- Lead, supervise, and coordinate the work of Stage personnel across rehearsal rooms, the stage, and other required areas to ensure production requirements are met and that high technical standards and professionalism are consistently maintained for every performance.
- Monitor the performance and conduct of Stage personnel, in line with the ENO's policies and values, ensuring the highest standards of professionalism are maintained.
- Onboard new personnel, monitoring and assessing their performance, supporting their continued professional development, and identifying and reporting training needs for individuals and the wider team.
- Deputise for the Head of Stage, in their absence.

Stage Supervisor

Key Responsibilities

Health and Safety Management

- Lead in the management health and safety within the Stage department by ensuring all activities comply with ENO's Health and Safety Policy and relevant Risk Assessments, and by promoting and upholding exemplary health and safety standards throughout all operations.
- Support Production management as a part of the construction management team onstage, leading in CDM (Construction Design and Management) compliance on stage builds, ensuring all activities meet regulatory requirements and company safety standards.
- Participate in the development and review of health and safety documentation, including risk assessments and standard operating procedures.
- Participate in the development and implementation of staff training programs within the Stage Department.
- Participate in developing and implementing an effective maintenance and inspection programme for stage equipment.

Visiting Production Hires

- Support visiting productions at the London Coliseum, acting as a key point of contact for the Stage Department to ensure their technical, operational, and logistical needs are met, while consistently delivering the highest standards of customer service.
- Support Technical Management in the advancement of upcoming production hires by attending production meetings, reviewing technical health and safety information and providing input regarding stage and scenic elements.
- Hold responsibility for stage systems and areas for the safe and efficient get-in, fit-up and get out of visiting productions.
- Lead Stage department personnel during get-ins, show running and get-outs for visiting productions.
- When required, carry out show cues and act as automation operator for visiting productions.

Stage Supervisor

Person Specification:

Required:

- Proven experience at a supervisor or manager level in producing or touring theatre.
- The ability to listen, give guidance, delegate and deliver informal practical training within the team, and confidently influence and communicate effectively with senior stakeholders.
- Demonstrates an open-minded approach and a strong willingness to trial and adopt new processes and equipment, working collaboratively with colleagues.
- Excellent interpersonal and communication skills
- Strong administrative skills with attention to detail
- Highly organised, with the ability to manage workloads effectively
- Excellent IT skills, including proficiency in Microsoft 365 (Outlook, Word, Excel) complemented by a proactive ability to learn and embrace new systems.
- Excellent stage craft skills and the ability to work at height, using access equipment.
- Up to date working knowledge of stage machinery, including automation systems, counterweight flying, chain hoists and rigging systems.
- Extensive knowledge and practical understanding of scenic construction and rigging techniques.
- Practical understanding of UK Health & Safety legislation, including experience and awareness in CDM, LOLER and PUWER regulations.
- Recognised Certifications in Health and Safety (IOSH or equivalent).
- Ability to produce and review department documentation inc. Cue sheets, Risk Assessments, Standard Operating Procedures.
- Ability to understand and interpret appropriate technical paperwork & Plans.
- Expertise and the drive to maintain up to date knowledge of developments within the industry.

Desirable:

- Experience in a union house and repertory theatre
- Experience in another department within the theatrical environment.
- Recognised certifications in Rigging, Stage Craft.
- Forklift trained
- Harness and Rescue trained

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
 - Virtual GP & digital physio
 - Wellbeing portal including videos, podcasts, and factsheets on topics such as sleep, diet and exercise



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



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
- 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 Pebble



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

Please note that some of these extras vary depending on contract type or duration.

Stage Supervisor

To Apply

You can apply for this role on our careers site.

We'll ask you for:

- A copy of your CV
- A cover letter

Due to the high volume of applications we receive, we are only able to provide individual feedback to those candidates that reach interview stage.

Application Deadline

5pm, Sunday 9 August 2026

1st Interviews

12 & 13 August 2026

2nd Interviews

20 & 21 August 2026



We're proud to be a Disability Confident Employer. If you'd like to apply through the Disability Confident Guaranteed Interview Scheme or require any reasonable adjustments for the application process, please email workwithus@eno.org

Backstage Secrets to Success

Read the job description carefully

The job description is your score and every note counts. This will help you understand whether the role is a good fit and what is required, so you can tailor your application effectively.

Read the application requirements carefully

Before your first act make sure you know your cues and stage directions. Check for any word limits, additional tasks, or submission deadlines.

Tailor your cover letter

Your cover letter is your aria- your chance to shine. Use this to tell us things that we can't see on your CV for example: why you want to work with us, how our values align with yours, and any transferable skills that make you a great fit for the role.

Check your application

Before submitting, review spelling and grammar, ensure attachments are included and correctly named, and double-check that your contact details are accurate and up to date. This is not a rehearsal. We repeat, this is not a rehearsal!

Prepare for your interview

Research the organisation, be ready to discuss experience mentioned on your CV, and think about questions you'd like to ask us. See the interview as a duet where each voice is equally as important.

Use AI tools mindfully

AI is a brilliant tool that's transforming how we work however, please ensure your application is honest and a true reflection of your experience. You can use AI to check grammar and spelling, improve structure and formatting, research the organisation or rehearse mock interviews but remember when the curtain rises, we want to see the real you in the spotlight.

Online interviews

If your interview is online, have a technical rehearsal. Check that the link works beforehand and make sure you have a quiet space, a good internet connection with minimal distractions.

In-person interviews

Confirm who you'll be meeting on the day, check your route in advance, and leave plenty of time in case of travel disruptions. This is your 5-minute call, you have 5 minutes.

Accessibility

We are an inclusive employer and want to ensure that our process is as accessible as possible. If you have any access requirements, please let us know as soon as possible by emailing us on workwithus@eno.org so that we can ensure that the stage is ready for your performance.



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.

ENO



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Supported using public funding by
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