

ENGLISH NATIONAL OPERA

Application form

THE ENO BAME DIRECTORS OBSERVERSHIP

English National Opera is the nation’s opera company, with distinctive work and creativity at the heart of what we do. Our mission is that opera exists for everyone, to create new experiences that inspire, nurture creativity and make a difference. Our home is the London Coliseum but we regularly take opera out to those who might not have experienced it before.

This appointment will be made on merit, but we believe that diversity strengthens and enriches us, and that it is the responsibility of everyone at ENO to make the arts and cultural sector a more diverse and equal place. As Black, Asian and minority ethnic (BAME) and disabled people are currently under-represented at ENO, we particularly encourage and welcome applications from BAME and disabled applicants.

THE ENO BAME DIRECTORS OBSERVERSHIP

English National Opera is offering three emerging BAME directors the opportunity to observe the process of directing an opera. This includes being part of the company from the first day of rehearsals until opening night and also observing how the covers/ understudies are rehearsed. As well as gaining an insight into the day to day workings of a large national company, from stage management and company office to technical and production.

Successful candidate’s must be fully available for a period of approximately 8 weeks during our 19-20 Season, the period to be negotiated with the Head of Planning.

Our ambition is to achieve greater diversity in the areas of Black and Minority Ethnic (BAME) representation.

This forms part of ENO’s diversity strategy which will continue to evolve and develop over time to reach our ambition to reflect the diverse society in which we operate, in our work on stage, in our audiences and in our workforce.

The fellowship aims to offer directors from BAME backgrounds the opportunity to develop further in in their career path in a supported environment.

Applicants should have some experience of directing and the skills or willingness to learn how to read music with the potential to develop further in the opera industry.

All applicants must have right to work in the UK.

Duration: 8 weeks approximately

Fix Term Contract: £400.00 a week

To apply:

To apply, please send your application form and equal opportunities form to [people@eno.org](mailto:people@eno.org)

Deadline for receipt of applications: Thursday 28 February 2019

Successful candidates will be invited to interview.

Additional Information

Confidentiality

All information concerning staff, patrons, productions 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. A breach of confidentiality will result in disciplinary action being taken in accordance with ENO's disciplinary procedure and may lead to dismissal.

Data Protection

Computer data should only be accessed if this has been authorised and is necessary as part of the post holder’s work. Unauthorised access to computer data or helping others to access such data will result in disciplinary action being taken in accordance with ENO's disciplinary procedure and may lead to dismissal.

The post holder’s attention is also drawn to the Data Protection Act 1984 and the Computer Misuse Act 1990.

Health and Safety

The post holder has personal responsibility for safety as outlined in the safety policy and the Health and Safety at Work Act 1974.

Equal Opportunities

The post holder will be required to abide by ENO's policies on Equal Opportunities.

Code of Conduct

The post holder will be required to act in accordance with ENO's Code of Conduct whereby everyone shall be treated in a professional and courteous manner and with full regard to the avoidance of sex, race and disability discrimination, consistent with current equal opportunities employment legislation.

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| HR Department  English National Opera  Lilian Baylis House  165 Broadhurst Gardens, London NW6 3AX  Telephone +44 (0)207 7845 9327  APPLICATION FOR EMPLOYMENT | ENO logo from Sept 2015.jpg |

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Position applied for: | |  |  |
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1) PRESENT EMPLOYER

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Employer’s name, address & nature of business: | Job title held | | Dates Employed | Brief description of main duties | | | |
|  |  | |  |  | | | |
| Period of notice to be given: | |  | | | Current salary: |  |  |

2) PREVIOUS EMPLOYMENT

*(please continue on a separate sheet if necessary)*

|  |  |  |  |
| --- | --- | --- | --- |
| Employer’s name, address & nature of business: | Job title held | Dates Employed | Brief description of main duties  and reason for leaving |
|  |  |  |  |

3) EDUCATION (Secondary, Further/Higher)

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| --- | --- | --- |
| Schools, colleges, universities or institutes of further education attended: | Date of qualification | Qualification gained, including subject and grades (or expected results): |
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Details of any professional qualification(s)/membership(s) of professional association(s):

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Details of any training undertaken *(please continue on a separate sheet if necessary)*:

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*Please note, English National Opera may request evidence of any qualification you have given above before making an appointment.*

4) REFERENCES *Please give the names & addresses of two referees, this ideally should be people in the opera/theatre industry that you have worked with or a teacher/director/coach:*

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| --- | --- |
| Name: | Name: |
| Address: | Address: |
| Telephone: | Telephone: |
| Email: | Email: |
| Occupation: | Occupation: |
| Years known to you: | Years known to you: |

5) EXPERIENCE

Please outline your experience, relevant skills, suitability, and interest for this position:

(Please include details of any work or training in a theatre environment to date.)

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6) FURTHER INFORMATION

Do you need a work permit to work in the UK? Yes\* No

\*if Yes, please state if you hold a current work permit and its expiry date:

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Where did you see the vacancy advertised?

Have you ever been convicted of a criminal offence (other than convictions that are considered spent under the Rehabilitation of Offenders Act 1974)? YES / NO

\*if Yes, please give details on a separate sheet.

*NB. ENO is committed to safeguarding and promoting the welfare of children. Some vacancies may require CRB checks.*

Data Protection Act (95/46/EC)

Information provided by you in this application or other relevant information supplied during the selection process (and any employment which may follow) may be held on computer and used for any lawful purpose relating to employee/Personnel administration and management. In the event that it is found the information submitted on this application form is not correct, ENO reserves the right to summarily dismiss you from employment for a fraudulent application.

I declare that the information contained in this application is correct.

Signature: Date:

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PERSONAL DETAILS

The information provided will be used confidentially for administration purposes only and will not affect your application in any way.

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| Position applied for: | |  |  |
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| Title (Mr, Mrs, Miss, Ms, other): |  |
| Surname: |  |
| First name(s): |  |
| Home address: |  |
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|  |  |
| Home telephone number: |  |
| Work telephone number: |  |
| Mobile telephone number: |  |
| Email address: |  |