

CHIEF EXECUTIVE RECRUITMENT PACK

JERSEY OPERA HOUSE LIMITED

JULY 2025

Welcome from our Interim Chair

As Jersey Opera House prepares to reopen after a £12.7m government funded refurbishment, we are now seeking an outstanding individual as our new Chief Executive. This is an exceptional opportunity to define an historic theatre for a new era, that positions Jersey Opera House as a renewed centre for cultural life in Jersey and a landmark venue across the Channel Islands and beyond.

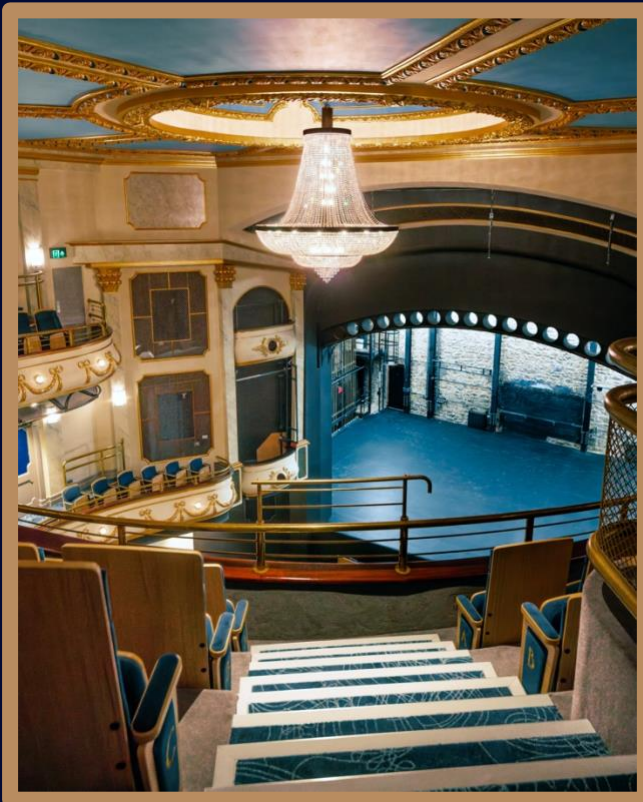


Welcoming audiences back at this exciting time in the evolution of Jersey Opera House, the Chief Executive will lead the organisation and its team into a bold new chapter, realising to the fullest this unique opportunity to entertain and engage local and visiting audiences and shape Jersey's cultural identity and legacy. The successful candidate will be responsible for delivering a distinctive artistic programme, working with the Board to embed a sustainable vision and business model, and ensuring Jersey Opera House is a beacon for creativity, inclusion, and community.

We are looking for someone who will become a part of Jersey's community, who will embrace the unique identity of the island, nurture relationships with its communities and stakeholders, and contribute meaningfully to its civic and cultural life. We want our next Chief Executive to bring artistic ambition, breadth of perspective and rich networks, but to be rooted locally.

If you are a visionary leader and a collaborator with the passion and expertise to shape the future of this beloved institution, we look forward to hearing from you.

Laura Robertson



Background

With a theatre first established on the site in 1865, Jersey Opera House (JOH) is one of the island's most iconic and enduring cultural landmarks. Blending Edwardian grandeur with modern versatility, its ornate façade, arched windows, horseshoe layout and gilded auditorium are integrated with a contemporary dance studio, and accessible facilities. With a proscenium arch stage framed with decorative plasterwork and capable of hosting full-scale productions, the venue has a 650-tiered seating capacity across its stalls, dress circle, and upper circle.

The theatre has been closed for the last 5 years as a result of COVID and an extensive £12.7m refurbishment; following its reopening in autumn 2025, JOH looks to hosts a diverse programme to suit a range of audiences, from West End touring shows to community theatre,

orchestral concerts, ballet, comedy, and educational programmes. A flagship venue for Liberation Day celebrations, the Jersey Eisteddfod, as well as Island-wide festivals, JOH serves as a platform for both international touring acts and local talent, making it a bridge between international culture and the island's substantial homegrown creative community.

The next phase in the JOH story is a unique opportunity to develop and realise its multi-faceted creative identity, reviving the Opera House as a vibrant, inclusive, and sustainable cultural institution serving its Island community and building its national and international profile.

More information about the creative and cultural context for this role can be found here: [THE CREATIVE ISLAND - An Arts Strategy for Jersey 2022-27](#)

Our mission

Our mission is to passionately connect our diverse community with the transformative power of live art; educating, entertaining and empowering audiences.

Our vision

Our vision is to be a beacon of creativity, where the performing arts are a central and enriching part of the community.

Financial Overview

As a charity, Jersey Opera House receives income from several sources:

- **Annual grant from the Government of Jersey**
- **Box Office and Ticket Sales**
- **Membership Scheme** – for corporates and individuals
- **Commercial and Hospitality Revenue** – including bar, café, and private hire income
- **Sponsorship and Philanthropy** – including partnerships with local businesses and donors and donations from individuals
- **Discretionary Grant Funding** – from applications made to government arts bodies and trusts/foundations

JOH's Financial Accounts from 2018 onwards can be accessed via this link:

[Financial Accounts | Jersey Opera House](#)

The Role

Leading an Historic Theatre into a New Era

The Chief Executive will be responsible for the strategic, operational and artistic leadership of the Jersey Opera House. Accountable directly to the Board, they will work closely with Board members, the staff team, Government, and Island stakeholders, leading its development as a vibrant, resilient, and culturally ambitious institution. A strategic leadership opportunity at a critical juncture, the new Chief Executive will oversee the development of a high-quality, commercially viable artistic programme, build strong partnerships locally and UK-wide, nurture relationships with key stakeholders, and engage new and returning audiences. Working collaboratively with the Board, they will create and deliver a financially sustainable model, built on solid commercial foundations but with provision for community engagement, education and inclusion interwoven throughout. The Chief Executive will lead and manage the organisation through organisational change and growth following its reopening in Autumn 2025, nurturing and developing the team and implementing the programmes, partnerships and policies required to ensure lasting success and meaningful impact.

Our values

Our values collectively reflect our commitment to enriching lives through art, inclusivity, community, and ethical practices, guiding our actions and decisions as we contribute to the cultural enrichment of our island.

Find out more about JOH's mission, vision and values via this link:

[About us | Mission, Vision and Values](#)

This role requires a dynamic and entrepreneurial leader with organisational management expertise, commercial programming experience in a theatre or arts venue, and the ability to provide strategic oversight and vision. The ideal candidate will be collaborative, politically astute, commercially aware and deeply committed to shaping cultural life in the unique Jersey island setting.

Reporting

The Chief Executive reports to JOH's Board and currently line manages the General Manager, the Marketing and Communications Manager, the Programme Manager and the Technical Manager.

Further information about the Team can be accessed via this link: [The Team | Jersey Opera House](#)

Key Responsibilities

Strategic Leadership

- Continue to develop and implement a clear post-reopening vision and business plan for JOH
- Lead a long-term artistic and organisational development strategy to ensure a diverse and commercially successful artistic programme and wider offer
- Act as a public ambassador for the Opera House locally, nationally and internationally
- Embed inclusion, access, and sustainability across all aspects of the organisation
- opportunities to generate income across the full range of its commercial activities while fulfilling the needs and expectations of the community
- Oversee and ensure effective operational management of facilities and technical systems
- Embed a commitment to equity, diversity and inclusion and sustainability across JOH operations

Operational and Financial Management

- Prepare annual budgets for agreement by the Board and stakeholders
- Oversee day-to-day operations across programming, production, hospitality and administration
- Ensure strong financial controls, reporting and budgeting
- Ensure timely reporting to the Board against agreed budgets, including management accounts and forecasts
- Build income streams through box office, commercial activity, grants and fundraising
- Drive the commerciality of the business, ensuring the theatre is maximising all
- **People and Culture**
- Lead and motivate a high-performing team across all departments, as well as JOH's team of volunteers
- Lead on staff resource planning and recruitment
- Foster a positive, empowering and inclusive organisational culture
- Invest in staff development and wellbeing
- Implement appropriate performance management policies and protocols, setting clear objectives for individual staff, monitoring progress, and driving accountability across teams to ensure the organisation meets its strategic and operational goals

Governance

- Monitor and ensure organisational compliance with all legal, regulatory and reporting requirements, ensuring the Board has access to accurate, timely and relevant information enabling them to fulfil their governance responsibilities
- Maintain regular communication with the Board, providing clear updates and insights to support informed, strategic decision-making for the organisation's long-term resilience and growth
- Ensure timely reporting to the Government of Jersey and other local authorities

External Relations

- Build and maintain strong relationships with the Government of Jersey and other funders, donors and sponsors, including the theatre's resident ballet company, Ballet d'Jerri
- Cultivate partnerships with touring producers and promoters, local businesses, arts organisations, schools and community groups
- Represent JOH in the media, at public events and through wider cultural advocacy
- Cultivate and guard public opinion and invest in understanding community needs

Person Specification

Skills and Competencies

- Proven leadership in a similar-scale cultural organisation, ideally a theatre or arts venue
- Proven experience in negotiating and contracting with producers, touring companies and agents to deliver a diverse and commercially viable artistic programme

- Financial acumen with experience of budgeting and income generation, particularly in organisations which are largely grant-funded
- Significant experience of people and performance management and leading through change
- Skilled communicator with experience in public speaking and stakeholder relations
- Experience of managing venues and facilities, including food and beverage and front-of-house
- Sound knowledge of risk management, health and safety regulations, and safeguarding compliance
- Experience engaging with government and public funders at an appropriate level
- Knowledge of current employment law and good practice (an in-depth understanding of Jersey employment law is not expected)
- Commitment to promoting equity, diversity and inclusion and sustainability

Personal Attributes

- Proactive and hands-on approach
- Visionary, ambitious, dynamic and driven by purpose
- Excellent diplomatic skills – astute and insightful
- A strong and effective communicator, capable of adapting their communication style and approach for different audiences
- Collaborative leadership style with the ability to motivate and inspire
- Resilient and adaptable, with a problem-solving approach
- Deep interest in place-making and an affinity for Jersey's island context
- Willingness to become embedded in Jersey life
- Understanding of the need for and commitment to good governance

Terms & Conditions

Contract Type:	Permanent, full-time
Salary:	£80,000 - £90,000 per annum, depending on experience
Location:	St Helier, Jersey
Probationary Period:	6 months with one month's notice
Notice Period:	6 months
Holiday entitlement:	25 days' annual leave plus public holidays
TOIL:	Evening & weekend work may be required with TOIL
Pension:	3% contribution by JOH

How to Apply:

The Jersey Appointments Commission will provide oversight of the recruitment process, supporting transparency and alignment with the principles governing public appointments in Jersey.

To apply, please send a CV and a covering letter stating why you think you are suitable for this role to our recruitment consultant, Helen Sprott, Managing Director of AEM International at applications@aeminternational.co.uk

Letters should be no longer than two pages. All applications will be acknowledged. The deadline for applications is Friday 5th September 2025

If you would like a confidential conversation about the role, please contact Helen via email at hsprott@aeminternational.co.uk

The Jersey Opera House is dedicated to fostering an inclusive and equitable working environment. We uphold the principle of equal opportunities in employment and are firmly opposed to any form of discrimination, whether direct or indirect. This includes unfair treatment, harassment, victimisation, or disparities in financial reward based on race, religion or belief, political opinion, creed, colour, ethnic or national origin, marital or parental status, sex, sexual orientation, or disability. We are committed to ensuring that all employees and job applicants are treated with dignity, fairness, and respect.

Living and Working on Jersey



Jersey offers an exceptional quality of life in a unique island setting. Located just 14 miles from the French coast, the island combines the natural beauty of a coastal landscape with modern infrastructure, excellent transport links, and a welcoming community. With a mild climate, safe environment, and access to some of the finest beaches in the British Isles, Jersey provides an enviable balance of work and leisure. Its rich cultural heritage and vibrant arts scene, with Jersey Opera House soon back at its heart, create a stimulating environment for personal and professional growth.

For those relocating with family, Jersey offers outstanding schools in both the public and private sectors, as well as high-quality healthcare services. The island is known for its strong community spirit and family-friendly lifestyle, with a wealth of outdoor activities, sports facilities, and cultural events throughout the year. The compact size of the island means that everything, from the office to the beach, is only ever a short journey away.

Jersey also offers a favourable tax environment, with no capital gains or inheritance tax, and competitive personal income tax rates. Jersey Opera House and its board are committed to supporting the successful candidate with all necessary relocation requirements.

[Guide to living and working in Jersey.](#)