

# Philharmonia

## Stage Manager

January 2026

### Overview of the Organisation

The Philharmonia Orchestra is one of the world's great orchestras and has been creating thrilling performances for a global audience since 1945.

#### Artistic Leadership

Celebrated young Finn Santtu-Matias Rouvali is our Principal Conductor. Santtu follows in the footsteps of great artists including Herbert von Karajan, Otto Klemperer and Riccardo Muti. His immediate predecessor Esa-Pekka Salonen is our Conductor Laureate, and in 2023, Marin Alsop joined the Philharmonia family as Principal Guest Conductor.

This inspirational artistic leadership is at the core of our work on the concert platform, which we then complement with a diverse range of titled artists which change season by season; in 2025/26 our Artist in Residence is dance duo Thick and Tight and our Featured Artist is Víkingur Ólafsson. Together with the Orchestra, these artists help us shape a programme of performances and projects of the highest quality and distinctiveness.

#### Organisational Overview

The Philharmonia is a registered charity and as one of the four London self-governing symphony orchestras comprises 80 musicians from 16 countries. The Board is led by Lord King of Lothbury and includes a strong player voice through members of the orchestral committee headed up by President James Buckle. The management team of 40 administrative and backstage staff is led by CEO Thorben Dittes and an Executive Team of five.

Our artistic home is the Southbank Centre in the heart of London, where we give around 35 performances a year. We also have residencies in Bedford, Leicester, Canterbury, and Basingstoke, encompassing longstanding Learning & Engagement projects as well as regular concerts. Additionally, the Orchestra tours extensively internationally, with tours and international residencies over the last year in the USA; Japan; Mauritius and Europe. From our administrative base in Bankside, we create around 250 projects and performances annually and in 2024/25 around 160,000 experienced the Philharmonia sound live.

From LPs to Virtual Reality, we have always been pioneers in using technology to bring our music to the widest possible audience. We have 1 million listeners each month on Spotify, over 500,000 social media followers, and a vibrant YouTube channel with annual viewing figures of almost 3 million.

#### The future

Following the challenges of the Covid pandemic and a change in executive leadership the organisation has undertaken an extensive mission-vision-values exercise, involving musicians, staff, Board and external stakeholders. The resulting forward direction connects the Orchestra's illustrious musical history and artistic DNA of international excellence, with a firm focus on innovation and the future of the orchestral experience for both audiences and musicians.

The next steps will be to create the detailed strategies, operational models and standout defining artistic projects which enable us to move towards our vision of the future. This is built on a thriving, equitable society with orchestral music at the heart of cultural life, where musicians are celebrated for the work they do to make the world a better place.

Could you be part of that future?

# Philharmonia

## Job Title

Stage Manager

## Position Summary

The Philharmonia Orchestra is seeking to appoint an enthusiastic and experienced Stage Manager (SM). This role presents a rare opportunity to work for one of the world's leading orchestras, and with its outstanding musicians, as well as celebrated conductors and soloists. Together with the Head of Production and other Stage Manager, the SM is responsible for the planning, coordination and delivery of the stage management, instrument transportation and technical requirements of the Orchestra.

The post holder will work closely with the Orchestra Committee (OC), all Philharmonia players and colleagues across the Orchestra Operations' Team and work on projects that include concerts at the Royal Festival Hall, the Orchestra's thriving residencies in Bedford, Leicester, Canterbury, Basingstoke, and at Three Choirs Festival and Garsington Opera, as well as other UK engagements, international touring, studio and recording sessions, chamber music projects and learning and engagement work, as required

## Key Responsibilities

- To work as a member of the Concerts Department to assist with the planning of all Orchestra activity, liaising with other departments, as required
- To assist in organising the transportation of the Orchestra's instruments for all engagements including rehearsals, concerts, film sessions, audio recordings and tours, both in the UK and overseas, including preparing detailed truck schedules and loading lists for each project.
- To communicate truck movements and instrument logistics to players as required
- To safely load and unload the Orchestra truck and any other vehicle, as required, for all Orchestra activity
- To prepare stage plans in advance of each project using Concept Draw Diagram software, or similar, to update these plans with any changes and to take photographs of each setup for future reference
- To ensure the stage is set correctly, promptly and safely for any orchestra activity, and to liaise with conductors, soloists, agents, staff and members of the Orchestra as necessary, to establish any changes that need to be made and provide a safe, calm and supportive environment that allows musicians to perform at their best
- To ensure all stage moves (during performances and otherwise) are professionally and efficiently executed
- To liaise with the Royal Festival Hall and all other venues, in the UK and overseas, regarding the Orchestra's staging needs, and to work with venue staff to ensure that any lighting/staging issues are promptly dealt with
- To keep an updated record of the Orchestra inventory and ensure that the Orchestral storerooms are kept well-organised, clean and tidy
- To work with the Head of Production, Stage Manager, Principal Percussionist and Timpanist and other players and staff as needed, to hire any instruments or equipment that may be required within budgets set by the Concerts' Department, and to process any relevant invoices for purchases, instrument hire or repair
- To engage and supervise casual stage crew as needed throughout the orchestra's activity, ensuring that such staff maintain the professional standards required by the Philharmonia
- To offer support to the Librarian[s], putting out and collecting pads of music, as required
- To be responsible for performing regular maintenance on all equipment such as flight cases, music stands, acoustic screens and percussion equipment as and when required, and engaging specialist services where appropriate
- To ensure all Health and Safety policies and safe working policies are adhered to
- To be aware of issues surrounding musicians' hearing health and take proactive steps to safeguard the health of the orchestra's musicians at each and every engagement
- To represent the Orchestra as a member of the Concerts' team, and maintain positive relationships with external venue staff, transport staff, instrument hire companies, agents, conductors and soloists.
- To undertake such other duties as may reasonably be required by the Company

## **Skills and Qualifications**

### *Essential:*

- Knowledge of the methods and practices employed in handling, packing, loading, unloading and stowing musical instruments and an awareness of their value
- Good organisational skills with attention to detail and a high level of accuracy
- Good multi-tasking skills, able to prioritise whilst also working across a range of demands on a daily basis
- Excellent verbal and written communication skills
- Ability to look ahead to anticipate issues, to problem-solve under pressure and to quickly identify solutions
- Ability to work well both independently and as a team player
- Ability to work to deadlines, work flexibly and react to change quickly
- Excellent personal presentation
- Willingness to work unsocial hours both in the UK and abroad
- Full clean driving licence

### *Desirable:*

- Experience of orchestral stage management at a professional level
- Experience of stage planning software
- Access to a car
- Ability to use databases/concert planning tools
- Ability to read music
- Working knowledge of Health and Safety in entertainment venues

## **Reporting Structure**

The Stage Manager is line-managed by the Head of Production. The SM is a member of both the Orchestra's Concerts Department and Orchestra Operations' Team (OOT) and works closely with the Concerts Director, Head of Production, Stage Manager, the Orchestral Personnel Managers and the Librarians.

## **Employment Type**

Full-time, based in London. Working hours are dictated by the Orchestra's performance schedule, and include regular evening and weekend work, as well as additional hours in the office, as required. Candidates must have the right to live and work in the UK.

## **Salary and Benefits**

- £30-£35k, dependent on experience
- Pension contribution of 6% of salary to a qualifying scheme

## **Location**

On location with the Orchestra as required and in the administrative office in Southwark, London SE1.

## **Application Process**

- Email CV and cover letter to: [philharmoniahr@thehrhub.co.uk](mailto:philharmoniahr@thehrhub.co.uk)
- Subject: Philharmonia – Stage Manager
- Closing Date: 19<sup>th</sup> January 9am
- First interviews: 22<sup>nd</sup> January AM/PM (please confirm your availability as part of your application)
- Second round interviews, if applicable: 2<sup>nd</sup>/4<sup>th</sup> February (please confirm your availability as part of your application)

## **Equal Employment Opportunity Statement**

The Philharmonia Orchestra is committed to ensuring equitable opportunities and a welcoming environment for all those that engage in our work. We strive for a more representative workforce and encourage applications from under-represented groups in the UK arts workforce, particularly those from Black, Asian and Ethnic Minority backgrounds, from lower socio-economic statuses, d/Deaf and Disabled applicants, and those from the LGBTQIA+ community. We are a Disability Confident Employer. If you require any adjustments to apply for this position or attend an interview, email [team@theHRhub.co.uk](mailto:team@theHRhub.co.uk) with 'Reasonable Adjustments – Philharmonia' in the subject line.