



# Join our team

**H** BIRMINGHAM  
HIPPODROME

# COME AND PLAY YOUR PART

**A great theatre needs great people. We can only thrive by having the right team on board.**

With strong finances, a modern building with state of the art facilities, a packed theatre programme of traditional favourites and exciting new work, plus a loyal and growing audience, we have big ambitions.

We aim to be renowned for the quality of cultural work we create and present. With over 400 live performances per year in our theatres we present nothing but the best in touring musical theatre, opera,



dance, pantomime and outdoor festivals, as well as drama and comedy.

We also support local artists through commissioning, mentoring, training programmes and our Associate Artists programme. While our community engagement and creative learning activity engages many new and diverse audiences, ensuring we play a key role in enriching the cultural life of the region.

Our outstanding reputation for providing visitors with a world class experience is well deserved and we use our creative flair to contribute to every step of that experience - whether attending a show, participating in a creative workshop or enjoying a corporate event within our spaces. We work hard front of house and behind the scenes to deliver an amazing and memorable visitor experience, and our catering, hospitality, event management is award-winning.

It's a fast-paced and exciting place to work, and our team are motivated by our business model - we like to say we have a commercial head, and a charitable heart. Everyone is welcome at Birmingham Hippodrome and in turn we welcome applications that reflect this ethos. So long as you're keen to roll up your sleeves and contribute your energy and enthusiasm into to making us a world class cultural destination, and a business with a sustainable and independent future, then you're ready to join our team.

### **Fiona Allan**

Artistic Director & CEO



# UNFORGETTABLE PERFORMANCE, POWERED BY YOU

Birmingham Hippodrome is one of the UK's busiest multistage theatres, welcoming on average 500,000 visitors every year. From our amazing shows to our delicious catering, or our impactful conferences and incredible events, every experience at Birmingham Hippodrome is filled with flair and we always provide unforgettable experiences that entertain, enrich and engage.

Birmingham Hippodrome is nothing without our staff and volunteers, our visitors, our audiences, our donors and Friends, or our talented performers. By seeing a show, becoming a Friend, or even performing on stage, you're actively supporting the growth of Birmingham's world-renowned arts scene. Our people power everything we do and are our number one advocates.

## **Bringing communities together:**

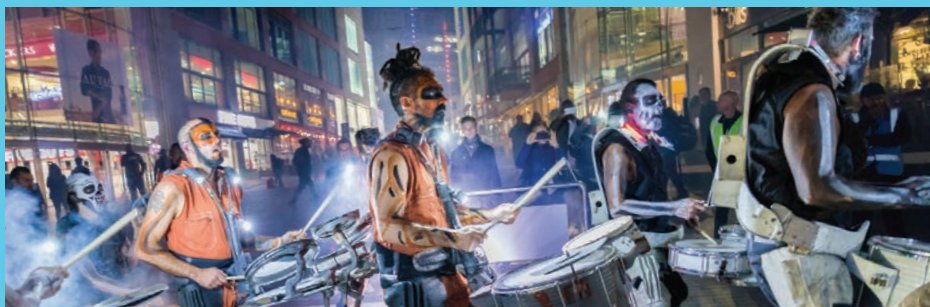
We believe we can all gain something unique from live experiences and our doors are open to everyone. We believe arts and culture have the power to bring people, friends and families together, create memories, and improve the lives of our diverse communities.

## **Home to amazing talent:**

The quality and breadth of our in-house talent is truly incredible and we welcome new talent with every new show or performance. We're fortunate to be home to Birmingham Royal Ballet and DanceXchange, and serve as a home away from home for Welsh National Opera.

## **At the heart of Birmingham's art and culture scene, and proudly independent:**

We work with cultural partners around the region to support Birmingham's efforts to build a vibrant, world-class arts scene. As an independent creative enterprise, we're proud to serve as a leading voice on national and international matters of arts and culture.



Birmingham Weekender 2017 included 'Clash of Drums' produced by Birmingham Hippodrome, a free event for nearly 4,000 people.



# NOT FOR PROFIT, JUST FOR YOU

Birmingham Hippodrome is a visitor destination, cultural hub and registered charity.

We operate on a not-for-profit basis with a volunteer board of unpaid Trustees. We do not receive revenue subsidy from Arts Council England or Birmingham City Council, but we work closely with both partners on specific projects, often all investing together.

Our fundraising efforts, together with all surpluses (from our share of box office income and our bars, event hire and catering) are reinvested back to our charitable Hippodrome Projects.



Groove on Down the Road – featuring young people from our spring Hippodrome Education Network.

# WHO'S WHO AND WHAT'S WHAT

## COMPANY NAMES (BEHIND THE SCENES)

### Birmingham Hippodrome Theatre Trust Ltd (BHTT)

Our formal and legal company name.  
The charity overseen by our Trustees.

### Birmingham Hippodrome Development Board (BHDB)

An informal advisory council of volunteers, and donors.

### Birmingham Hippodrome Ltd (BHL)

Our commercial trading subsidiary, operating catering and hospitality, event hire and ancillary sales.

## MASTER BRAND (STAR OF THE SHOW)



BIRMINGHAM  
HIPPODROME

Our customer-facing brand.  
Covers main stage shows in our 1,850 seat auditorium and our 200 seat Patrick Studio.



## SUB-BRAND



BIRMINGHAM  
HIPPODROME  
PROJECTS

Funded by the money we earn and raise, Hippodrome Projects embraces our own programme of indoor and outdoor community-focused work, all our creative learning projects, and our direct investment in a curated programme of staged performances.

# LIVING OUR VALUES

## **Everyone's welcome.**

- Give every single visitor the same welcoming, inclusive and amazing experience.
- Take pride in our place of work and have an open, engaging approach.
- Always be positive and friendly with customers and colleagues.

## **Nothing but the best.**

- Always strive to offer world-class customer service by going the extra mile.
- Work together as a team to solve problems and exceed expectations.
- Focus on doing our jobs really well and let others do the same.

## **Do it with flair.**

- Give people an experience they'll never forget by being yourself - personable and authentic.
- Don't cut corners or take a 'business as usual' approach - never forget the magic.
- Have the confidence to take risks and make mistakes. It helps us to learn and get even better at what we do.



Members of our team celebrating at a 'Love Brum' Charity Gala.

# HISTORIC MOMENTS

- **1899** Opened as a circus
- **1901** Main auditorium built
- **1903** Named Birmingham Hippodrome
- **1979** Birmingham Council purchased the land for £50,000 and leased to the Theatre Trust (an independent charity)
- **1985** Stage and fly floor doubled in size, air conditioning installed
- **1990** BRB joins us from Sadler's Wells
- **1999** Theatre closed for two years for a £35 million refurbishment
- November **2001** Re-opened with a Gala performance
- September **2012** Closed for four weeks for a new stage
- **2013/14** Record breaking attendance (625,000) and ticket sales £25m



For more information on our history visit [www.birminghamhippodromeheritage.com](http://www.birminghamhippodromeheritage.com)





## OUR STAFF BENEFITS - PERMANENT STAFF

Please note benefits are subject to completion of your probation period and other criteria may also apply.

### Time Off

#### Holidays

5 weeks holiday plus 8 Bank Holidays which increase to 6 weeks holiday plus 8 Bank Holidays after 5 years' service.

#### Unpaid holiday leave

In addition to contractual holiday entitlement we have a voluntary arrangement for employees to request a further weeks unpaid leave.

#### Company sick pay

Service	Allowance
12 weeks to 2 years	9 weeks full pay
2 years-3 years	12 weeks full pay
3 years-5 years	20 weeks full pay
5 years or more	26 weeks full pay

#### Maternity/adoption leave

Service	Allowance
26 weeks-5 years	18 weeks full pay
5 years or more	22 weeks full pay

#### Paternity leave

4 weeks paid paternity leave which can be taken as one four week period or two periods of two weeks.

#### Compassionate leave

Following the bereavement of an immediate family member 5 days paid leave plus time to attend the funeral. Time off with pay will also normally be granted to allow attendance at funerals of extended family or a colleague.



Staff dress up as their favourite theatre character for Love Theatre Day.

## Financial

### **Pension scheme**

We operate a group personal pension scheme open to permanently contracted members of staff who have completed their probation period. It is a contributory scheme with a matching contribution from Birmingham Hippodrome. Employees get tax relief on their pension contributions which can be made through salary sacrifice.

### **Life assurance**

A sum equal to twice the employee's salary is paid to a beneficiary nominated by the member of staff or next of kin.

### **Critical health insurance**

Free insurance which provides a sum equal to your annual salary in the event of a diagnosis of a critical health condition which prevents you from working.

### **Provision of taxis**

Taxi home following a shift will be supplied free of charge to a maximum journey of 13 miles if an employee finishes their shift at or after 10.45pm.

### **Bus & train travel**

Birmingham Hippodrome purchases the discounted annual travel pass on behalf of the employee then the cost is recouped over normally 12 months via a deduction through payroll.

### **Personal development fund**

Each financial year staff can claim £120 towards the development of their skills, this can be used for gym membership, bicycle, spa day, subscriptions and many other ways.

### **Discounted car parking**

Half price parking at the Arcadian car park.

### **Friends staff card**

Permanently employed staff are entitled to a complimentary Friends card that gives them ticket discounts, priority booking and various other discount offers.

### **Staff discount**

Discount to staff buying from our Green Room, Bars, Restaurant and Deli Bar.

### **Ticket offers**

Subsidised and/or free tickets to watch a show subject to availability.

## Health & Wellbeing

### **Eye tests**

Free eye test every two years for staff who use a computer screen on a regular basis.

### **Corporate health cash plan**

Employees offered access to this scheme at discounted rates via regular deductions from payroll. The plan offers cash benefits towards everyday health costs.

### **Discounted private medical cover**

The cover provides a fast track appointment service and the scheme consists of;

- The cover is with AXA who will cover any age - price of membership depends on age only.
- Full out-patient treatment.
- Mental health treatment is included.
- Discounted by approximately 50% compared to buying individually.
- Options to add on Partner and Children.

### **Free flu jab**

Each year staff can have a free flu jab by a qualified nurse which takes place at Birmingham Hippodrome.

### **Employee assistance programme**

The Employee Assistance Programme is a comprehensive package of support that offers individual members of staff and their immediate family access to a skilled team of specialist advisors, counsellors and coaches. This could be work related or a personal issue or financial problems.

### **Subsidised gym membership**

Subsidised membership at Pure Gym, Hurst Street.

# EQUAL OPPORTUNITIES

Everyone's welcome at Birmingham Hippodrome and we are committed to providing equal opportunity for everyone.

Birmingham Hippodrome is committed to ensuring that applicants and employees are treated solely on the basis of their merits, abilities and potential without any unjustified discrimination on the basis of any of the following protected characteristics:

- Race (including colour, nationality, and ethnic or national origin)
- Disability
- Gender
- Sexual orientation
- Marital or civil partner status
- Age
- Religion or belief
- Pregnancy or maternity
- Gender reassignment
- Membership or non membership of a trade union

The principles of equal opportunity also apply to the way in which our team treat visitors, clients, customers and suppliers.

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## CONTACT US

To enjoy a new stage for your skills please visit our website [birminghamhippodrome.com](http://birminghamhippodrome.com) to view our exciting job opportunities. You can contact us on by email at [recruitment@birminghamhippodrome.com](mailto:recruitment@birminghamhippodrome.com) or by phone 0121 689 3052.



# WHY BIRMINGHAM?



1. Birmingham is the youngest city in Europe, with under 25's accounting for nearly 40% of its population.
2. With over 17,473 start ups in 2016, Birmingham is the most entrepreneurial core UK city.
3. Nearly a third of Birmingham's residents are of minority ethnic origin, bringing a rich cultural mix to the city.
4. The National Exhibition Centre (NEC) and International Convention Centre (ICC) host over 320 exhibitions every year.
5. With over 8,000 acres of parks and open space, Birmingham is one of the greenest cities in the UK.
6. Balti cuisine is synonymous with Birmingham - over 100 balti houses, many of which can be found in the city's famous Balti Triangle, attract over 20,000 visitors each week.
7. Birmingham Hippodrome is the busiest and most popular theatre in the UK with over 520,000 visitors taking their seats at performances every year.
8. Over 36,000 people watch inspirational and varied musical performances by the world famous City of Birmingham Symphony Orchestra (CBSO) every year. That's more than any other UK orchestra.
9. Birmingham has more Michelin-starred restaurants than any other UK city outside London, with Purnells, Simpsons, Adam's, & Carters flying the flag for the city's fine dining, which has been lauded by many national and international publications.
10. For over 250 years Birmingham's Jewellery Quarter has been a national epicentre for jewellery design - producing an estimated 40% of the UK's jewellery.