Thank you for your interest in the post of **Head of Finance.**

You will find enclosed the following information:

* Job description, person specification;
* Application form and equal opportunities monitoring form;
* Current season brochure;
* Current studio season brochure
* Audited Accounts 2016-17
* Structure of the organisation
* Executive Summary from the Business Plan
* Further information about the new theatre

Please send the completed application form by email to: recruitment@coliseum.org.uk

Or by post to: Recruitment

Oldham Coliseum Theatre

Fairbottom Street

Oldham, OL1 3SW

If you would like to discuss any of this information, request a printed version, large print or dyslexia friendly application pack, please don’t hesitate to get in touch on: 0161 624 1731 or recruitment@coliseum.org.uk

Oldham Coliseum Theatre is an equal opportunities employer, dedicated to providing an inclusive and accessible experience for everyone who engages with the theatre. We are Investors in People accredited and Disability Confident Committed. We encourage applications from people of all backgrounds in order to reflect the diversity of our work and communities. All appointments will be made on merit.

**Please note: We don’t accept CVs. Only applications made on the Coliseum application form will be considered for this role.**

The closing date is **Monday 28th May 2018**

Interviews will be held: **Monday 4th June 2018**

Yours sincerely,

Anne-Louise Jones

Administrator

