THE OLD VIC

CHIEF FINANCE OFFICER

October 2026



WELCOME

For over 200 years, The Old Vic has been at the centre of its civic, creative and cultural community: London's local theatre with global impact, reaching audiences of 350k+ every year with over 60% of those visiting for the first time. As a theatre operating independently as a registered charity, The Old Vic's identity is built around its wider societal contribution and our collective mission to invigorate, inspire and open doors through world-class theatre for all.

Many of our great actors have appeared here, including Laurence Olivier, Sybil Thorndike, John Gielgud and Ralph Richardson. Others, like Judi Dench, Michael Gambon and Maggie Smith first made their names here. Olivier led the first National Theatre Company at The Old Vic and independence, integrity and a fighting spirit have permeated throughout The Old Vic's history as it has triumphed over adversity when faced with bankruptcy, fires, bombing during the Second World War and the COVID-19 pandemic.

The last two centuries have seen The Old Vic take on many identities but throughout this time one element has endured; an unwavering determination to remain a beacon of hope, entertainment, education, solace and inspiration with a social mission to be a force for good.

We are a not-for-profit theatre that is proud to be a charity. On top of ticket sales, we need to raise a further £4m a year keep our doors open – to allow anyone to be able to experience, make and benefit from theatre.

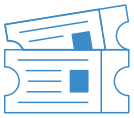
Laura Stevenson has been Executive Director since 2022, and will work alongside incoming Artistic Director, Rupert Goold to further the artistic and social mission of The Old Vic. Laura is an experienced arts leader whose previous roles include Executive Director of Sadler's Wells, Deputy Director of the Hayward Gallery and, in recent years, senior executive positions at the Royal Opera House and the Royal Shakespeare Company.

THE NUMBERS

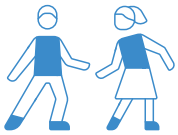
89%
Total seated capacity



338,180
Total tickets issued



9,026
Participants worked with



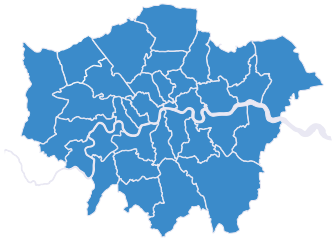
52%
First time attendees



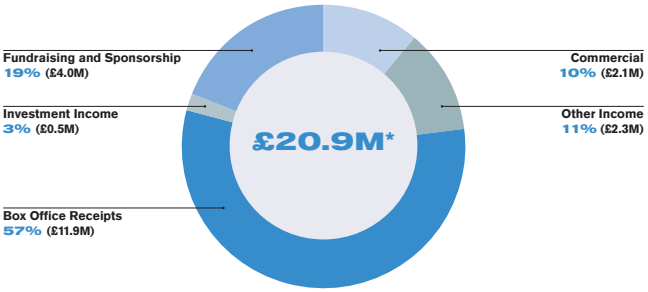
18%
Audiences from Lambeth and Southwark



32
Boroughs worked in by our Education & Community team

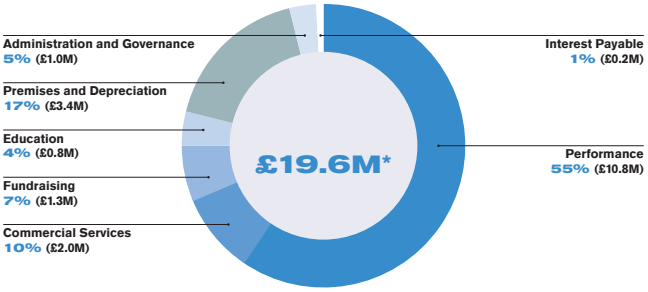


INCOME



These figures exclude in-year restricted capital fundraising for Backstage of £4.6m which is shown in the statutory accounts and has been spent in 2024/25.

EXPENDITURE



*Figures rounded up.

JOB DESCRIPTION

Job title: Chief Finance Officer

Reports to: Executive Director

Direct reports: Financial Controller, Production & Reporting Accountant, Management Accountant, Commercial Accountant

Role purpose:

The CFO is responsible for developing The Old Vic's financial strategy and financial risk management, as well as the organisation's governance and legal compliance.

The CFO will be responsible for the overall financial management of The Old Vic organisation and will have a day-to-day hand in the finance operation at the theatre, helping to analyse and grow the financial position. As a member of the Senior Leadership Team and in support of the Artistic and Executive Director, the CFO will play a leadership role, liaising with the Board to drive change to oversee governance, data, process improvements, cash flow planning, budget planning and tracking financial performance.

Alongside responsibility for the organisation's financial leadership, the postholder will lead the organisation's governance, legal affairs, risk management and regulatory compliance framework, ensuring the charity meets its statutory obligations and operates in accordance with charity law, company law, fundraising regulations, employment legislation and relevant sector-specific requirements. The role will act as principal adviser to the Chief Executive, Board of Trustees and Board Committees on governance, compliance and organisational risk.

The Old Vic is in the early stages of developing a multi-year digital and IT strategy. The objectives include, strengthening cyber security and compliance, improving systems and data quality, and future readiness / responsible innovation (AI). This role will lead that work.

Your Team

The Finance team is a team of circa 8 people and is split into two strands: Financial accounting and reporting and Financial planning and analysis. Payroll also sits within the Finance function.

The CFO will work closely with all teams, business partnering to add value and provide insights and recommendations. They will partner with production heads to plan production budgets, with Development to keep track of funds raised for both revenue and capital, with the FOH operations team for commercial F&B income, and with People (HR) for staffing and headcount budgets.

The postholder will build and maintain strong relationships with external stakeholders including auditors, legal advisers, regulators, funders, banks, insurers and professional advisers, ensuring the organisation meets its statutory obligations and operates in accordance with charity, company and other relevant legislation while effectively managing organisational risk.

Main responsibilities:

Finance

- Lead the organisation's financial strategy, planning and stewardship, ensuring long-term financial sustainability and alignment with artistic and organisational objectives.
- Oversee all aspects of financial management including budgeting, forecasting, management accounting, statutory reporting, treasury, cashflow, investment, debt and insurance management.
- Ensure robust financial controls, systems and processes are in place, maintaining compliance with charity, company, tax and funding regulations and supporting effective decision-making across the organisation.

- Lead the preparation of annual budgets, reforecasts, statutory accounts, management accounts and financial reporting for the Board, Committees, Executive Team, funders and regulators.
- Provide strategic financial analysis, business partnering and commercial insight to support productions, operational activities, income generation, investment decisions and organisational performance.
- Lead organisational risk management in relation to financial planning, liquidity, investments and contractual obligations, ensuring appropriate mitigations are in place.
- Oversee relationships with auditors, banks, funders, advisers and other external stakeholders, ensuring compliance with all reporting and covenant requirements.
- Manage The Old Vic's Endowment portfolio, and the Endowment Board meetings.
- Drive continuous improvement in financial systems, reporting, processes and ways of working, leveraging technology to increase efficiency, insight and organisational effectiveness.
- Lead, develop and inspire the Finance team, promoting a business partnering culture and building financial capability across the organisation through effective training and support.
- Lead the organisation's approach to insurance, procurement and purchasing, ensuring appropriate controls, risk mitigation and value for money across all activities.
- Ensure robust policies, procedures and assurance mechanisms are in place to support effective stewardship of organisational resources and assets.

Data & Systems transformation

- Work across the theatre in conjunction with IT/Operations on continuous improvement of systems and processes.
- Take the financial lead on transformation and efficiency projects including the use of new technologies.
- Capital Expenditure
- Manage the annual capital expenditure commitment (circa £500k), working with Theatre Operations and Technical.
- Partner with the COO & Deputy Executive Director and the Director of Development on exceptional capital projects, as and when they arise.
- Governance and Company Secretariat
- Serve as the organisation's lead officer for governance, ensuring effective governance structures, processes and policies are in place and aligned with Charity Commission guidance, company law and best practice.
- Act as Company Secretary (or oversee the company secretariat function), supporting the Board of Trustees and its committees through the preparation of agendas, papers, minutes, governance calendars and annual work plans.
- Ensure compliance with the organisation's governing document, Articles of Association and relevant regulatory requirements.
- Maintain statutory registers and oversee all required filings with Companies House, the Charity Commission and other regulatory bodies.
- Support the Chair, Chief Executive and Board in maintaining high standards of governance, accountability and decision-making.

Legal Affairs

- Lead the organisation's approach to legal risk management and coordinate external legal advisers where specialist advice is required.
- Oversee the review, development and execution of significant contracts, agreements and commercial arrangements, ensuring appropriate governance and risk management processes are followed.
- Provide strategic advice to senior leaders on legal and regulatory implications of organisational decisions.
- Ensure appropriate management of intellectual property, licensing, data protection and contractual compliance matters relevant to theatre operations.
- Maintain oversight of legal disputes, claims and potential liabilities, escalating significant issues appropriately.

- **Compliance and Regulatory Management**
- **Develop and maintain an organisation-wide compliance framework that ensures compliance with charity, company, employment, pension, fundraising, health and safety, data protection and other applicable legislation.**
- **Act as the executive lead for organisational risk management, maintaining the corporate risk register and supporting the Board's oversight of key strategic and operational risks.**
- **Be the principal Data Protection Officer for the theatre, ensuring GDPR compliance and training, and managing and implementing a robust data protection strategy.**
- **Ensure effective systems are in place to monitor regulatory developments and implement changes required by legislation or best practice.**
- **Lead the preparation of governance and compliance reporting for the Board, Finance and Risk Committee and relevant regulators.**

Risk and Assurance

- **Lead the development and implementation of the organisation's risk management framework.**
- **Oversee internal controls and assurance processes to ensure the safeguarding of assets, reputation and charitable objectives.**
- **Support the Finance and Risk Committee and ensure recommendations arising from audits or reviews are implemented effectively.**
- **Ensure appropriate business continuity, crisis management and organisational resilience arrangements are maintained and reviewed.**



PERSON SPECIFICATION

Knowledge and experience

- Fully qualified accountant (ACA, ACCA, CIMA or equivalent) with significant senior financial leadership experience.
- Proven experience leading high-performing finance functions, including team leadership, staff development and business partnering.
- Strong understanding of charity finance, charity law, governance and regulatory requirements, including experience of preparing statutory accounts and managing audits.
- Significant experience supporting Boards, Trustees and Committees, providing strategic financial, governance and risk advice.
- Experience developing and implementing financial controls, risk management frameworks, compliance processes and organisational assurance arrangements.
- Experience overseeing legal, contractual and regulatory matters, including managing relationships with external advisers.
- Experience leading finance transformation, process improvement and systems implementation initiatives.
- Knowledge of fundraising, grant funding, VAT, Gift Aid, GDPR and other regulatory requirements relevant to charities and cultural organisations.
- Experience working at a senior level within the charity, arts, cultural or similarly regulated sector.

Skills and Competencies

- Excellent strategic, analytical and commercial skills, with the ability to translate complex financial, governance and legal issues into clear, practical advice.
- Strong financial planning, budgeting, forecasting, treasury and cashflow management expertise.
- Outstanding communication and stakeholder management skills, with the ability to influence and present effectively at Board and Executive level.
- Strong leadership, people management and organisational development skills.
- High levels of integrity, judgement, attention to detail and commitment to continuous improvement.
- Strong understanding of financial systems, technology and data-driven decision-making, with a commitment to developing efficient, technology-enabled services.



TERMS OF APPOINTMENT

Salary

The salary for this role is competitive and on a full-time permanent basis.

Location

Theatre/office based with some homeworking (subject to change)
The Old Vic, 103 The Cut, London, SE1 8NB

Annual leave

25 days per year, increasing by one day per year up to 30 days (plus bank holidays). Opportunity to switch statutory bank holidays to mark a religious event or festival.

Additional benefits:

- **Complimentary tickets for you and a guest to Old Vic preview productions**
- **Discretionary invite to Press Night performances and parties**
- **Free therapy from our therapy partner SelfSpace**
- **Mental health support via our in-house Mental Health Champions**
- **Salary sacrifice scheme with The People's Pension and enhanced employer pension contributions**
- **Festive day – one discretionary additional paid day off around the festive period for a collective pause**
- **Time to volunteer – one day per year to support a charity or project of your choosing**
- **Commitment to learning, education and development**
- **Enhanced sick pay**
- **Access to interest free travel schemes including Cycle 2 work and Season Ticket loans after your probation period**
- **Family friendly policies and enhanced maternity/paternity/adoption/shared parental pay**
- **All staff social events**
- **Staff discount in Backstage bar and cafe and The Old Vic bars as well as discounts in local bars and restaurants**
- **Opportunities to get involved with staff clubs and working groups such as the Inclusion Working Group**
- **Buddy schemes including New Starter and Parental buddies to support your induction and return to work after parental leave**
- **Death in Service Benefit**

HOW TO APPLY

We hope you will consider making an application.

To make an application, please go to https://starfishsearch.com/jobs/the-old-vic-theatre-chief-finance-officer/ and click on the apply now button, with the following prepared:

- **Your CV (no more than three sides).**
- **A supporting statement (no more than two sides) that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria.**

We would also be grateful if you would complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

Closing date:	**Sunday 15th November 2026**
Preliminary interviews:	**w/c 16th November 2026**
Final Panel interviews:	**w/c 23rd November and w/c 30th November 2026**



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