

**Accademia dei Mestieri dell'Opera - AMO
(Academy of Opera Professions)**

COURSE ON OPERA THEATER MANAGEMENT

Faculty

Corinne Baroni

1. Applicants

The course is open to a maximum of **2 candidates** of any nationality who are 18 years of age at the time of sending the registration.

2. Purpose of the course

The main objective of the course is to train highly specialized figures capable of covering top roles in the management of the opera house through a training course that aims to provide practical tools for the conception, management and promotion of an artistic season. Direct contact with professionals in the sector as well as active participation in the various activities of the Theater will be the main tools for acquiring the indispensable skills of a manager who faces the complex and dynamic world of managing an opera house.

The training course includes in-depth studies in the strategic areas of theatre: artistic direction, production, administration, marketing, communication, personnel management, research and development. The learning process will be integrated with different periods of work experience within the productions of the Teatro Coccia.

3. Duration

The course is annual and will take place at the Coccia Theater in Novara in several non-continuous periods **from JANUARY 2025 to DECEMBER 2025**. The lessons will be planned in accordance with the Theater's programming, with particular attention to musical theater productions and in parallel with the periods of lesson of the other courses. In the event of interruption of the course "due to force majeure", we will proceed with Distance Learning mode via the dedicated online platform for theoretical lessons, while practical ones and work experience periods will be postponed.

At the end of the course, a certificate of attendance will be issued, subject to satisfaction of the conditions set out in point 8 of this Open Call (see below).

4. Training plan

The course is structured in the following modules:

INTRODUCTION TO THE WORKING ENVIRONMENT: the theater machine and its environments. The Coccia Theater and comparison with other theatres.

OPERATIONAL AREAS OF THE THEATER: how a theater is structured, production and hospitality, services.

THE ARTISTIC DIRECTION: how a season is structured, production, relationships with the territory, relationships with other entities.

THE ADMINISTRATIVE MANAGEMENT: accounting elements, structuring of cost items, ministerial request, performance analysis.

MARKETING AND COMMUNICATION: from planning to communication of seasonal events. How to build a communication plan. Relationships with graphics.

HUMAN RESOURCES: distinctive elements of connections in the work environment, relational dynamics, team building.

EDUCATIONAL: training new audiences. Relationships with the new generations.

THE NUMBERS OF CULTURE: what they are for, how to read them, how to use them.

FUNDRAISING FOR CULTURE: the 4 fundraising markets and their functioning, strategic planning of the fundraising plan, planning and tenders.

WORK EXPERIENCE: the theoretical and practical periods will be interspersed with periods of field experience during the opera productions of the Coccia Theater to directly test learned techniques and the functioning of the opera theater production.

At the conclusion of the program, an internship is scheduled to take place at a musical institution associated with the Coccia Theatre.

5. Application procedure

Requirements

To access the selection, a good knowledge of the English language is required.

It is necessary to send the following documents by email (subject of the email "AMO - COURSE ON OPERA THEATER MANAGEMENT"):

1. This **Open Call** filled in all its parts and initialed on each page;
2. **Completed registration form (attachment A)** with copy of the identity document and tax code
NB: (foreigners are also required to send valid visa / permit of stay, or adequate documentation certifying their renewal);
3. Detailed educational and artistic **curriculum**;
4. **Payment receipt** by bank transfer to Fondazione Teatro Carlo Coccia di Novara **IBAN IT 80 X 05034 10100 000000042424** of the **registration fee** of **€40.00** (VAT included) .

NB Bank commission costs are entirely borne by the candidates.

Email address segreteria.amo@fondazioneteatrococcia.it

ATTENTION: all the files requested above must be sent in PDF format (NO PHOTOS), complete and correct. Any incomplete applications will not be taken into consideration.

6. Selection

The curricula will be examined by the Faculty. Candidates will subsequently be invited to a in-person interview for selection purposes.

7. Deadlines and terms

- a. no later than midnight GMT+1 on **Tuesday 01 October 2024** applications for admission, accompanied by what is indicated in point 5, must be sent to the e-mail address segreteria.amo@fondazioneteatrococcia.it;
- b. by **Wednesday 16 October 2024** the results of the selections and the possible invitation for the in-person interview will be sent to the candidates;
- c. at the end of the in-person interview, the names of the candidates admitted to the course will be communicated;
- d. the course will start in January 2025.

8. Costs and conditions of participation

The annual participation fee (January 2025 – December 2025) for the course for admitted students is **€2,000.00** (VAT included).

The participation fee must be paid in **2 installments of €1,000.00** each by bank transfer to the Fondazione Teatro Carlo Coccia di Novara **IBAN IT 80 X 05034 10100 000000042424**

1st installment deadline: by 18 December 2024

2nd installment deadline: by 27 February 2025

NB: it is MANDATORY to send the payment receipt to the e-mail address segreteria.amo@fondazioneteatrococcia.it

If the installments are not paid on time as specified, attendance at the course will be suspended.

Students residing outside the regions of Piedmont and Lombardy will be able to take advantage of the 2025 accommodation agreements.

Attendance of the course is mandatory. Any needs that may partially compromise participation in lessons and productions must be communicated to the academy secretariat.

Through special promotions, students will have the opportunity to attend the season's scheduled shows at the Coccia Theater in Novara as audience members.

REGISTRATION FORM (attachment A)

(FILL IN LEGIBLE BLOCK BLOCKS)

First name*	Surname *
Place of birth – Province *	Date of birth *
Nationality *	Sex
City of residence – Postcode – Province *	Street and no. residence number *
City of domicile – Postcode – Province	Street and no. domicile number
Code tax *	Number document of identity *
e-mail*	Mobile phone *
VAT number (specifying the regime)	IBAN*

*** REQUIRED FIELD.**

Attached are:

- curriculum vitae,
- front/back photocopy of the identity document and tax code,
- receipt of payment by bank transfer to the Fondazione Teatro Carlo Coccia of Novara of the registration fee of €40.00
- Youtube audio-video link

NB- for foreign candidates:

Please attach all the necessary documents (passport, Italian tax code, student visa, valid residence permit or request for permit with payment receipt, etc...).

If you currently reside in Italy, you must provide documentation certifying residence in Italy or an Italian identity card.

By signing this registration form, you accept the conditions of participation indicated in this Open Call, an integral part of the form, which must in turn be initialed in all its parts.

I authorize the processing of my personal data pursuant to Legislative Decree 30 June 2003, n. 196 "Personal data protection code" and the GDPR (EU Regulation 2016/679). The person responsible for the data is the Carlo Coccia Theater Foundation of Novara.

SIGNATURE
