



## Health and Safety Advisor

### JOB DESCRIPTION

**Job title:** Health and Safety Advisor

**Main purpose of job:**

The Health and Safety Advisor will provide expert guidance and practical support to ensure ABBA Voyage operates safely, responsibly, and in line with current legislation and best practice at the ABBA Arena. The role will advise managers and teams on health and safety matters, conduct risk assessments, and support the implementation of safe systems of work. By coordinating incident reporting, delivering training, and carrying out inspections and audits, the postholder will help embed a positive safety culture across all areas of the Arena. Acting as a trusted advisor, the Health and Safety Advisor will work collaboratively with varied stakeholders including colleagues, partners and contractors to ensure risks are well managed and that the organisation remains compliant, resilient, and prepared for future challenges.

<b>Department:</b> Venue Operations	<b>Location:</b> ABBA Arena 1 Pudding Mill Lane, Stratford E15 2RU
<b>Position reports to:</b> Site Director	<b>Position is responsible for:</b> N/A
<b>Contract Term:</b> Permanent	<b>Salary:</b> Competitive, dependant on experience

### **KEY ROLES AND RESPONSIBILITIES**

**Role Responsibilities:**

- Assist in the implementation, monitoring, and continuous improvement of our health and safety management processes and systems, ensuring alignment with current legislation and best practice.
- Draft and review operational and risk documentation, supporting key stakeholders and risk owners to ensure suitable implementation of risk mitigation actions.
- Support managers and teams in conducting and reviewing risk assessments and developing safe systems of work.
- Maintain accurate records, documentation, and reporting for audits and inspections.
- Provide practical advice on risk and hazard identification and proportionate control measures.
- Assist with investigations by collating evidence, maintaining records, and supporting the identification of corrective actions.
- Deliver and coordinate health and safety training, toolbox talks, and awareness campaigns.
- Monitor completion of mandatory training and provide updates to department heads and senior leadership.
- Carry out regular site inspections and compliance checks, highlighting areas for improvement and ensuring remedial actions are tracked.



- Work collaboratively with managers, employees, and contractors to build a positive and proactive safety culture.
- Chair monthly venue Health & Safety committee meetings and collate reports.

Please note that these points are only an outline of your main role and responsibilities, and that there will be additional day to day duties expected of you to ensure the smooth and effective running of your department and the show. As this is a newly created role your duties and responsibilities will evolve over time

### ABOUT YOU

A health and safety professional with practical experience advising managers and teams in operational environments.

- Strong working knowledge of health and safety legislation, regulations, codes of practice, and industry best practice within a public venue.
- Skilled in conducting and supporting risk assessments, incident investigations, and workplace inspections both back of house operations and customer facing public safety.
- Competent drafting standard operating procedures (SOPs) and management processes.
- Able to deliver engaging training and awareness sessions that build confidence and improve safety culture
- Analytical and detail-oriented, with the ability to identify risks and recommend clear, proportionate solutions.
- Excellent communicator, confident working with staff and contractors at all levels, with a collaborative and supportive approach.
- Proactive and adaptable, motivated to stay up to date with evolving regulations and to continuously improve ways of working.
- Professional qualifications such as NEBOSH General Certificate or equivalent.

### Nice to have but not essential

- Experience working in live entertainment, sporting, events, or hospitality settings.

### WHAT'S IN IT FOR YOU:

- The opportunity to be part of a revolutionary concert
- Competitive salary
- 6% matching pension contributions
- 10 complimentary tickets to the show every year and discounted tickets and Oceanbird Lounge access
- Health Care Cash Plan, EAP and retail discounts

### OUR VALUES

#### Brave & Respectful

We take great pride in ourselves and what we do. We deliver our very best for each other, our guests, our partners and our community. We create value, but not at any cost, so we're never cheap and never greedy. We think it's better to try and sometimes fail, than not try at all. We make decisions based on what we believe is the right thing to do, to ensure we make a positive impact and truly represent ABBA.

#### Better Together

We believe in welcoming people just as they are – unique human beings – and accepting them with open minds. We know it takes every one of us to create the ABBA Voyage experience, which is why no one's more important than the other. We expect everyone to make each other feel seen and appreciated,



and work as a collective. It's the shared connections and sense of togetherness we build that makes ABBA Voyage such a meaningful communal experience.

#### Like No Other

We are passionate about always moving forwards and going beyond expectations – our own, our company's, our audience's, our communities' – to be part of something you can't quite put into words. We see any challenge as an opportunity to learn, to try new things, and to inspire and make a difference. There's a magic about ABBA Voyage that is achieved by using our imagination to make all our interactions extraordinary.

#### DIVERSITY AND INCLUSION STATEMENT

Here at ABBA Voyage, we strive to be a business where difference is valued and everyone is able to thrive in a culture of equality, inclusion and belonging. We are committed to providing a truly inclusive environment that reflects today's society, where everyone is able to bring their true selves to work, and where diverse voices and backgrounds are valued, heard, and well-represented.

ABBA Voyage welcomes applications from all sections of society. We are committed to equal employment opportunities regardless of race, religion, or belief, ethnic or national origin, disability, age, citizenship, marital, domestic, or civil partnership status, sexual orientation, gender identity or any other basis as protected by applicable law. If you have a disability or additional needs that require accommodation, please do not hesitate to let us know at the point of application.

#### BE YOUR BEST STATEMENT

We want everyone to make the most of the opportunity to shine and showcase their talents, so we are happy to make adjustments in the recruitment process so you can be your best! Please don't hesitate in discussing any specific requirements with us, or if you would feel more comfortable, you can email us confidentially at [peopleteam@abbavoyage.com](mailto:peopleteam@abbavoyage.com) to let us know how we can support you.