



HR MANAGER

CAREERS

DETAILS

Location: BPM SFX Oak Mill HQ

Contract: Full time, permanent

Salary: Dependent on experience

Positions: N/A

THE ROLE

As HR Manager, you will be responsible for overseeing all aspects of Human Resources across BPM SFX. You will work closely with senior leadership to develop and implement people strategies that support business growth while ensuring compliance, employee engagement and a positive company culture. This role would suit an experienced HR professional who is equally comfortable supporting senior managers on strategic people decisions as you are handling day-to-day HR operations.

KEY RESPONSABILITIES

- Develop and deliver BPM SFX's people and culture strategy
- Promote a positive, inclusive and high-performing workplace culture
- Lead employee engagement initiatives and wellbeing programmes
- Support managers in creating high-performing teams across all departments
- Drive diversity, inclusion and employee development initiatives
- Manage end-to-end recruitment for office, warehouse, crew and project-based roles
- Develop recruitment strategies to attract the best talent from the live events industry
- Oversee onboarding and induction processes
- Build relationships with colleges, universities and industry networks
- Develop apprenticeship, internship and graduate programmes
- Manage disciplinary, grievance, capability and absence procedures
- Support conflict resolution and employee wellbeing
- Develop career pathways and succession planning programmes
- Coordinate training, compliance certifications and professional development opportunities
- Support leadership development for managers and future leaders
- Ensure compliance with UK employment legislation and HR best practice
- Maintain and update employment contracts, policies and employee handbooks
- Manage HR systems and employee records
- Support payroll administration and employee benefits programmes
- Produce HR reports and people metrics to support business decision-making

ESSENTIAL SKILLS

- CIPD Level 5 qualification (or equivalent experience)
- Minimum 3 years' HR experience, including standalone or management-level roles
- Strong knowledge of UK employment law
- Proven experience handling employee relations matters
- Excellent communication and relationship-building skills
- Exceptional relationship-building skills
- Strong organisational and problem-solving abilities
- High level of discretion and confidentiality
- Experience developing HR policies, procedures and people initiatives
- Ability to influence and support managers at all levels
- Excellent communication and relationship-building skills

DESIRABLE EXPERIENCE

- Experience within live events, entertainment, production, touring or technical services
- Experience supporting freelance, seasonal or project-based workforces
- Knowledge of recruitment within technical or specialist industries
- Experience implementing HR software and systems
- CIPD Level 7 qualification
- Have previously worked in a proactive and pragmatic role
- Heavily experienced in solution finding
- Balancing both business and employee well-being
- Education and degree in a HR based field
- Full UK driving licence

WHAT WE OFFER

- Experience within a respected and growing live events company
- Varied projects across major UK and international shows
- Competitive salary, commensurate with experience
- Opportunities for professional development
- The chance to shape an exciting, creative industry

HOW TO APPLY

To apply, please send your CV and a short covering letter outlining your relevant experience to jobs@bpm-sfx.com.