



DANIEL AGUIRRE EVANS

CURRICULUM VITAE

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PROFILE

- An experienced and motivated arts administrator working in the classical music and opera sector in Wales and throughout the wider UK, both as a freelancer and in a variety of temporary / short-term / interim roles.
- Particular strengths and experiences in artistic planning, orchestral and concert management, producing and project management, artist liaison and most recently in captions / surtitle work.
- A confident and clear communicator both in writing and in person, with a keen eye for detail.
- Highly computer-literate, with excellent organizational skills and experience of managing competing priorities in high-pressured situations, working in under-resourced teams, to tight deadlines and in a fast-paced environment – always focusing on a solutions-based approach.
- A personable individual, always keen to assist colleagues wherever possible, a proven asset to any team.
- Notable talent for translating abstract wider initial ideas into specific, worked-out, finalised, artistic plans, in particular through the presentation of information through clear, detailed and usable documents.

EMPLOYMENT EXPERIENCE

Freelancer [Arts / Classical Music / Opera / Theatre]	Mar-2022 – Present
A wide variety of freelance work in the arts sector in Wales and the wider UK, encompassing a wide range of arts administration sub-disciplines and specialisms, including but not limited to: <ul style="list-style-type: none">▪ Orchestra + Concert Management / Artistic Planning: <i>See Specific Roles Below</i>▪ Surtitle / Captions Work: WNO / RWCMD / CBSO / BCMG / Garsington Opera / WMC / Theatr Genedlaethol▪ Producing / Project Management: Cardiff Sunday Serenades / Cardiff Double Bass Day / Ceridwen Ensemble<ul style="list-style-type: none">▪ Including Concert Promotion / Box Office Setup via TicketSource / Social Media Content Creation / Website Design / Marketing Print Design / Duty Management for Concerts / Logistics Coordination	
Festival Administrator Gŵyl Beaumaris Festival	Oct-2025 – Present
A part-time role coordinating the year-round preparations for the 5-day festival leading into May 2026; including artist contracts, venue bookings, funding applications, marketing liaison and general administration for the festival.	
Interim Artistic Planning Officer Welsh National Opera	Interim Role [Vacancy Cover] Sep-2024 – May-2025 Interim Role [Secondment Cover] Oct-2023 – Dec-2023
An interim artistic planning role, my main responsibilities include / included: <ul style="list-style-type: none">▪ Coordination and production of a weekly call-sheet / schedule of rehearsals and performance activity across multiple mainscale productions, casts, creative teams and internal departments.▪ Coordination and responsibility for all room / venue bookings both internally for rehearsals, health and safety briefings and site visits / walkarounds for external hires and coordination of all piano / harpsichord tunings + hires.	
Production Coordinator / Orchestra Manager Llangollen Eisteddfod	Seasonal Role Jun-2024 – Jul-2024
A seasonal role in and around the Llangollen International Musical Eisteddfod 2024 festival: <ul style="list-style-type: none">▪ Assisting Artistic Director with production coordination and concert management for the core festival week, including day-time competitions and evening concerts with guest artists, live / deferred broadcasts on radio / TV.▪ Show duties overseeing all orchestral rehearsal and concert sessions, ensuring the smooth operation of the orchestra's work, liaising with conductors, guest artists and musicians.	
Acting Orchestra Manager City of London Sinfonia	Seasonal Role for OHP Season May-2023 – Aug-2023
A seasonal temporary role, covering an initial maternity period, my key responsibilities included: <ul style="list-style-type: none">▪ Direct line management of a self-governing freelancer orchestra, including all fixing and emergency fixing.▪ Overseeing and being on duty for all orchestral sessions, ensuring the smooth operation of the orchestra's work, and rehearsal / show duty for OHP season, essentially a full-time position through May-August.	

Special Projects & Assistant Producer Vale of Glamorgan Festival	Seasonal Role for Festival May – October 2022
A seasonal part-time remote-working role leading into the 2022 festival; including assisting with all aspects of the festival's work including website content creation, liaising with guest artists/agents, venues, and production teams. This role include specific responsibility for coordinating the <i>Inuksuit</i> project (a work by John Luther Adams for massed percussion ensemble performed outdoors in Bute Park), including instrument hire, site preparation and collaborations with Royal Welsh College of Music and Drama and Royal Birmingham Conservatoire students.	
Music Operations & Business Development Manager Theatr Clwyd Music Trust	Permanent Full Time Role Sep-2020 – Mar-2022
An operations management role in a new post as Flintshire Music Service transitioned to Theatr Clwyd Music Trust: <ul style="list-style-type: none"> Day-to-day management of the music service; including overseeing the effective delivery of individual and small group instrumental lessons by a team of 30 x Music Associate tutors, across 75 x primary and secondary schools, for over 800~1,000 pupils and students in the county of Flintshire, North East Wales. This included co-line management of 30 x Music Associate tutors, and managing their workload – including effective management of a team who worked almost exclusively remotely and peripatetically. Central point of contact and information for all correspondence with parents, school teachers / staff and students, as well as overseeing, drafting and enforcing all aspects of the Covid-19 risk assessments, control measures and PPE provision for the department for all face-to-face / in-person activity. 	
Orchestra Manager Opera North	Permanent Full Time Role May-2019 – Feb-2020
An all-encompassing multi-faceted orchestra management role, my core responsibilities included: <ul style="list-style-type: none"> Direct and sole line management of the 50+ contract ON Orchestra permanent musicians and a large freelance pool of extras including all fixing for concerts and mainscale opera performances as required by the orchestra schedule; as well as any emergency fixing as required. Overseeing and being on duty for all orchestral sessions, ensuring the smooth operation of the orchestra's work, as well as drafting, production and dissemination of the 4-week block Orch Schedule / duty sheets. 	
Assistant Orchestra & Concerts Manager Welsh National Opera	Permanent Full Time Role Aug-2017 – May-2019
A busy post across both orchestra management and artistic / concert planning, my responsibilities included: <ul style="list-style-type: none"> Many duties which overlap with the role above – albeit delivered in the capacity of an assistant manager. This role also included leading the <i>Noise at Work</i> strategy, in liaison with the H&S Supervisor including the regular noise monitoring of mainscale rehearsals and performances / concert work; drafting, production and archiving of records including stage / pit drawings, noise monitoring results and risk assessments. 	
Planning Manager & Artist Liaison Ulster Orchestra	Permanent Full Time Role Apr-2015 – Jul-2017
A wide-ranging artistic planning and orchestral scheduling role, my core responsibilities included: <ul style="list-style-type: none"> Producing a 4-week block weekly schedule for players, within the terms of a house / MU agreement. Producing weekly itinerary covering daily orchestra operations, including guest conductors, soloists and choirs. Overseeing a 12-month season-based advanced schedule, ensuring all activity adhered to contractual limits of the house agreement; also contributing to the long-term artistic planning. Responsibility for all rehearsal venue and concert venue bookings / hires. Producing and issuing artist contracts for soloists, conductors, venues, promoters and partners, and also liaison with agents regarding artist travel / accommodation. 	
Orchestra Administrator Welsh National Opera // Secretary to Chorus & Orchestra Management	Permanent Full Time Role Aug-2014 – Mar-2015 // Maternity Cover Full Time Role Dec-2013 – July-2014

VOLUNTARY COMMITMENTS

Opra Cymru	Trustee / Board Member	May-2024 – Present
Opera Forum Wales	Steering Group Committee Member / Occasional Chair	Mar-2025 – Present

RELEVANT SKILLS & COMPETENCIES

▪ Familiar with Live Music Industry	▪ Fixing + Contracting Freelance Musicians
▪ Advanced Long-Term Artistic Planning	▪ Line Management of a Contract Orchestra
▪ Artist Itineraries / Production Schedules	▪ Operating a House Agreement / Contract
▪ Opera Rehearsal Call Sheets / Schedules	▪ Liaising with External + Internal Partners
▪ Orchestral Scheduling / Duty Sheets	▪ Processing Payroll Wage Sheets
▪ UK Domestic & International Touring	▪ Advanced Computer Skills / Database Management
▪ Show / Concert + Rehearsal Duty + FOH Duties	▪ Complete Welsh Fluency (Reading / Written / Oral)
▪ Artist / Tour Group Travel + Accommodation	▪ Side-By-Side / Placement Scheme Coordination
▪ Artist Liaison + Agency Liaison	▪ Audition / Competition Coordination
▪ Artist / Venue / Promoter / 3 rd Party Contracts	▪ Clean driving licence, and experience of loading + driving Luton Vans / Long Wheel Base vehicles for the transportation of instruments + equipment.
▪ Booking Rehearsal + Concert Venues	

EDUCATION & QUALIFICATIONS

ELVTR: Professional Development / Training for Creatives	
Theatre Production Management [12-Part / 6-Week Online Course] With Sarah O'Connor (Production Manager, Royal Opera House)	Oct-2025 – Nov-2025
Welsh ICE / University of South Wales	
Creative Bootcamp Accelerator for New Startups [9-Part / 9-Week In-Person Course] With the Creative <i>Startup Stwdio Sefydlu</i> , USW [Trefforest] + Welsh ICE Facilitators	Sep-2025 – Nov-2025
Clare Social Leadership / Welsh Co-operative Centre	
New Manager Cymru Programme: [6-Part / 6-Month Online Course] Management Training / CPD Course for New Managers Working in Social Sector, Wales	Nov 2021 – Apr 2022
University of Manchester	
BSocSci Politics & International Relations (Hons) 2:1 (<i>including 1st Class Dissertation</i>)	Sep 2010 – Jul 2013
Associated Board of the Royal Schools of Music	
ABRSM Grade 8 Practical Musicianship: Double Bass / Grade 8 Theory of Music	Spring 2010 / Autumn 2009
Other Qualifications / Training	
CULT Cymru (<i>Creative Unions Learning Together</i> : MU / BECTU / EQUITY) <ul style="list-style-type: none"> ▪ Mental Health Risk Assessments (1-Day Online Course) [Jan-2026] ▪ Safeguarding Crew, Cast & Creatives (1-Day Online Course) [Feb-2026] ▪ First Aid in the Workplace Training (3-Day In-Person Course) [Oct-2025] <ul style="list-style-type: none"> ▪ Certified Qualification: Valid for 3 Years ▪ Theatre Green Book Training (6-Part Online Webinar) [Oct-Nov-2025] ▪ Creative Industries Safety Passport (1-Day Online Course) [Sep-2025] <ul style="list-style-type: none"> ▪ IOSH Level 2 Certified Qualification: Valid for 3 Years ▪ Intellectual Property for Creatives (Online Webinar) [Sep-2025] ▪ Mental Health First Aid Training (1-Day In-Person Course) [Jun-2018] NSPCC: <ul style="list-style-type: none"> ▪ Child Protection Training (School) (2-Day Online Course) [Sep-2021] 	UK Theatre / SOLT / ABO <ul style="list-style-type: none"> ▪ Managing Covid-19 Safely (1-Day Course) [Feb-2021] ▪ HR for Creative Non-HR Managers (1-Day Course) [Jul-2019] ▪ Managing Creative Workers (1-Day Course) [Nov-2018] ACAS: <ul style="list-style-type: none"> ▪ Management Training (4-Day Course) [Sep-2017] Casella: <ul style="list-style-type: none"> ▪ <i>Noise at Work</i> Monitoring Training (2-Day In-Person Course) [Jun-2018]
National Youth Orchestra of Wales	
Double Bass Section Member (2009-2010) / Section Principal (2011-2013)	Jul 2009 – Jul 2013

REFERENCES AVAILABLE UPON REQUEST