

# London Performance Studios

www.londonperformancestudios.com  
info@londonperformancestudios.com

Penarth Centre, Penarth Street  
London SE15 1TR

**Job Title:** Producer: Associate Artists Programme

**Employer:** London Performance Studios

**Reports to:** The Director

**Responsible for:** Temporary Front of House Staff

**Hours of Work:** Part Time (28 hours per week) with weekend and evening work for events

**Contract:** Fixed Term 18 month

**Salary:** £33,600 (£42,000 Full-Time Equivalent)

**Associate Artists Programme 24–26:** The Associate Artists Programme is a new series of commissions, inviting 10 artists to research and develop performance work at London Performance Studios. Each commission invites artists to explore and produce new material that is shared through public programmes of performances, workshops and discursive events at LPS.

**About the role:** London Performance Studios is seeking a dynamic and experienced Producer to lead on the development, production and delivery of projects within the newly established Associate Artists Programme.

This role is central to the realisation of multi-year, interdisciplinary projects that cross theatre, performing and visual arts, with a focus on building audiences, touring and co-commissioning.

The successful candidate will join a small staff team at an exciting time in the development of a growing organisation. They will have significant experience as a Producer in a theatre or similar context, and of managing, financing and touring theatre projects and productions.

## Main Duties

- Lead on the development, production and delivery of Associate Artists Programme commissions in collaboration with the LPS team, which include research and development activities, talks, screenings, workshops, readings, exhibitions and performances
- Collaborate with artists on the curatorial development of commissions to create project proposals and timelines tailored to the development of each artist and their work
- Work with the Director and Producer: Talent Development to seek out new partnerships to build audiences for the programme and create opportunities for touring and co-commissioning the projects in the UK and internationally
- Produce and manage project budgets, timelines, systems and software associated with development and delivery of AAP projects in collaboration with the LPS team
- Develop and contribute engaging content, images and copy, for programme press releases, website, social media, communication and marketing strategies
- Collaborate with the Technical Director on the production, install/setup and delivery of programme commissions
- Manage temporary staff involved in the delivery of performances, exhibitions and events, such as Ushers, Bar Staff and Invigilators
- Maintain a thorough knowledge of and involvement with the contemporary theatre, performance and visual arts landscapes
- Ensure the Director and staff team are kept informed of project progress, key dates and deadlines in regular team meetings

## General Duties

- Attend meetings, public and industry events to represent London Performance Studios, it's mission, vision and values
- Participate in internal processes to promote and uphold principles in the organisation's Equity, Diversity and Inclusion and Safeguarding policies
- Support the team with the daily running of the organisation, particularly during busy periods, as reasonably requested
- Contribute towards a clean, safe and inclusive working environment for all team members

## Person Specification

- Experience developing and managing theatre/performance productions, including external contractors and freelance staff involved
- Strong knowledge of fundraising, co-commissioning and producing theatre tours in the UK and/or internationally
- Demonstrable curatorial experience, proven track record for leading on audience and content development for performance projects
- Strong project management, administrative, organisational and expenditure management skills to plan and deliver projects with multiple outputs on time and within budget
- Ability to effectively and personably communicate with artists to support them and the development of their work
- Excellent written and verbal communication skills, demonstrable experience of negotiating partnerships
- Enthusiasm for the role, and interest in interdisciplinary theatre, performance and visual arts projects
- Willingness to contribute towards the development of a growing organisation, to work flexibly and collaboratively within a small staff team and participate in the LPS community

## Terms and Conditions

The above list is not exhaustive and the Producer: Associate Artists Programme will be required to undertake other such duties as may reasonably be expected within the scope of the role. All members of staff are required to be professional, co-operative and flexible in line with the changing needs of LPS.

## About Us

London Performance Studios is a container for the research, generation, and promotion of artistic voices that meet in the space between the white cube of the gallery and the black box of the theatre. LPS seeks to queer artistic process, championing the politics of making a scene, whether on stage or out in the world.

## How to Apply

Please upload your CV and Cover Letter [here](#), as well as a completed Equity, Diversity and Inclusion Monitoring Form, which can be found [here](#).

If you would like to submit your application in another format, or you have any queries about this role, please contact us on 020 3859 7271 or email [info@londonperformancestudios.com](mailto:info@londonperformancestudios.com) to discuss alternatives. Closing date: 19 May. Interviews: w/c 3 June.