

Producer Job Description

We are Lemon House Theatre, an emerging company that aims to make vibrant theatre that creates conversations between artists and audiences, and we’re on the lookout for a Producer.

Throughout 2019 we will be working on a series of projects with a collective of writers and theatre makers. We aim to produce 4 shows which will be titled: *Lemon, Orange, Peach and Passionfruit*. These will be our inaugural productions and we’re looking for someone to assist us in producing these shows.

We’re looking to work with creatives in the early stages of their career, so as we grow you grow too. This is there for a voluntary position as are all the positions in the company, but no need to worry we won’t leave you bitter, whenever and wherever the company begins to generate a profit this will be divided between the team on a profit share basis.

Now just a couple of things to note, we are ONLY interested in working with those who believe no human should be judged/treated unfairly based upon their race, gender, religion, sexuality, physical appearance or social class – we are interested in making a welcoming and supportive space.

**Job Description:** Below is a brief outline of the duties of the job role.

- Working with actors, directors and writers in putting on a Lemon House Theatre show

- Support with casting and finding creatives for projects

- Assisting with the programming for the company

- Working in collaboration with the Administrator/Marketing Officer, to help with funding and the marketing of a show

- Support the Artistic Directors in bringing productions to life!

**Hours:** No set hours are required, work may vary in accordance with the needs of the company/during production periods. This is will be a flexible position with days/times of work to be discussed and agreed once an offer has been accepted.

**Tax & NI:** You will be a formally agreed volunteer from both parties, however, as the company will be working in the manner of profit share, whenever there is payment given, you will be regarded as self-employed and will be responsible for taking care of your own Tax & NI payments. (Pension clauses will not apply.)

So, if this sounds like it’s for you, please fill out the questions on the next page and the equal opportunities form and send it over to Lemonhousetheatre@gmail.com by 8pm on 28/12/18 and we’ll get back to you by 4/01/19.

**Please detail any relevant experience you have for the role in the box below (please note any lemon related experience will be considered)** 300 words

**We’ve put some info about us on the previous page, tell us a bit about you. Why would you want to be involved/what would you like to achieve from being part of the company?** 300 words

**Favourite play/piece of theatre you’ve seen and why?** 100 words.

**If you could change something about the theatre industry, what would you change and why?** 300 words

***Please note no lemons were hurt in the making of this application.***