

Concerts & Production Manager

Part Time / 3 days a week
September 2026

LONDON



About the London Sinfonietta

The London Sinfonietta is at the forefront of contemporary arts in the UK and internationally. We are one of the world's finest contemporary music ensembles with a reputation built on cutting edge programming and virtuosic performances. Founded in 1968, we have commissioned over 450 new works and premiered many hundreds more. We always seek to inspire more people with the sound of new music – across contemporary classical, jazz and experimental music – at venues including contemporary arts spaces, electronic music venues, international concert halls, and in community settings.

We are resident at London's Southbank Centre and Artistic Associate at Kings Place, perform around the UK and internationally, and have an extensive catalogue of recordings. We develop new talent from school projects through to early career professionals, ensuring the next generation of contemporary music creators thrives. We break new ground in the digital sphere and have created a participatory app with the musician Steve Reich which is still being used world-wide and launched our own digital channel.

We believe that contemporary arts and music are relevant to all people's lives, and commission and produce work that addresses issues affecting modern society, to connect with wider audiences and engage their imaginations. In 2021, we pioneered in the UK the first ever entirely bicycle-powered classical concert, working with theatre director Katie Mitchell in the staging of Laura Bowler's [Houses Slide \(2021\)](#). More recently, we staged Alicia Jane Turner's one-person opera [Tell me when you get home](#) with an all-female and non-binary creative team, which explored gendered experiences of walking home alone at night. We regularly collaborate with artists from other genres and have also worked extensively with choreographers, visual artists and animators.

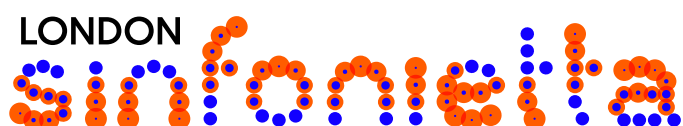
Following the Covid Pandemic, we are now working hard to rebuild our national and international touring programme. We have recently toured to Poland, Mexico, Norway, Spain and Holland as well as venues around the UK.

Our participation and learning work has gone from strength to strength over the past 35 years, after we were the first orchestra in the UK to establish a music education programme in the early 1980s. We reach thousands of people a year via public participation opportunities at concerts and events, schools and community engagement (both live and online) including our [Sound Out](#) concerts and [Composition Challenge](#) workshops and concerts involving the public on stage with us.

Our talent development programmes provide world-class training to early career musicians through our Playing the Future side-by-side performance projects. Early career composers are supported on our recurring [Writing the Future scheme](#) which is about to launch its sixth edition offering the chance for music creators to make ambitious new work which evolves their own practice as well as that of the Ensemble.

We take positive action in relation to artist representation. In the 2025-26 season, our new commissions came from 38% men and 62% women composers, while 75% of the commissions came from composers representing Global Majority backgrounds. Our public participation work actively engages underserve and disadvantaged groups and enables underrepresented groups to perform with us on-stage.

The London Sinfonietta is a member of the Arts Council England's National Portfolio of Organisations and has confirmed funding from them until the end of March 2028. Along with all other organisations in the UK, we will be applying for a renewed NPO status in November 2026.



The role and who we are looking for

The Concerts & Production Manager leads a small team producing all London Sinfonietta performance activity including season concerts, UK and international tours, recordings and special projects.

The Concerts & Production Manager is a central role, working closely with the Chief Executive & Artistic Director to ensure the creation and delivery of a high-quality events programme. This role is also required to work very closely with the Learning & Participation Manager, taking joint responsibility for an increasing number of projects which achieve both world-class artistic expression and the powerful purpose of public engagement.

As a member of the Management Team the post-holder will have leadership skills and an enthusiasm for developing and delivering new music projects.

The role is central to our performance programme and we are looking for someone who is adept at solving problems, flexible in their approach and confident to manage a highly varied workload. You will also have experience of dealing with multiple partners, artists, suppliers, venues, and freelance team members, creating an environment in which everyone thrives and is able to be at their best.

You will have a strong interest and enthusiasm for new music and extensive experience in the music sector with specific responsibilities for concert production, event delivery and orchestral/ensemble management. Experience of contemporary classical music and the wider arts industry would be an advantage including productions with audio and visual capture of live events.

As much of your work will involve performances of new music, the ability to read and interpret musical scores and a fluency of musical understanding and terminology would also be an advantage.

The role requires attendance at most London Sinfonietta activity and therefore naturally involves evening and weekend work as well as occasional national and international travel.

**“The world’s top
new music ensemble”**
The Times



Role Description

- With the Chief Executive & Artistic Director, scoping and budgeting projects for the future and liaising with possible project partners.
- Budgeting and production planning for all London Sinfonietta performance and event activity. Ensuring effective, safe and timely delivery of all projects through the management of the Senior Concerts & Tours Producer and Freelance Concert Producers used for the season of work.
- Supports the CEO & AD on the overall management of the Ensemble Principals and other musicians with particular responsibility for advance schedule communications, fees and payments.
- Working together with the Head of Participation & Learning and CEO & AD to help deliver our programme of artist training, namely our Playing the Future side-by-side performance projects and our Writing the Future composers' scheme.

The Concerts & Production Manager is line-managed by the Chief Executive & Artistic Director. The Concerts & Production Manager manages the Senior Concerts & Tours Producer role and is responsible for the Orchestral Personnel Manager, Librarian and Freelance Concerts Managers who are used project by project.

Key Responsibilities

Artistic and strategic

- Working in support of the CEO & AD on the production of artistic seasons and individual projects, developing links and undertaking discussions with composers, conductors, artists, publishers, festival directors and other new music specialists as needed for each project.
- Work with the CEO & AD to negotiate fees, rights, contracts and arrangements with conductors, soloists, directors, producers, external promoters and hirers and broadcasting organisations such as BBC Radio 3, creating contracts and agreements as required

Budgetary

- Work with the CEO & AD and the Senior Concerts & Tours Producer to manage activity budgets and forecasts for all London Sinfonietta activity happening in the season.
- Be responsible for ensuring LS events are delivered within budget, reconciling event expenditure with the Finance Manager on a regular basis

Production planning

- Supervise each event's producer to ensure that detailed logistics are planned and delivered for London Sinfonietta activity within budgetary and Health & Safety considerations and that event planning is effectively communicated both internally and externally
- Supervise the Orchestral Personnel Manager to ensure the highest quality ensemble is arranged for all activity
- Work closely with the Head of Participation & Learning to ensure the effective and collaborative working of the Concerts and P&L teams



- Share responsibility (with Senior Concert & Tours Producer) to represent the London Sinfonietta in venue and partner production meetings, including attendance at Southbank Centre Resident Orchestra Meetings
- Be responsible for effective information flow for production planning using the ArtsVision software.

Ensemble management

- Be responsible for implementation of Health & Safety, Noise at Work and Covid-safe policy and practice within the Ensemble.
- Research and implement relevant orchestral policy and good practice, gathering an in-depth knowledge of the wider sector position, including advising the CEO & AD on fee structures and terms and conditions for Ensemble Members

Administrative

- Be responsible for ensuring that musician payments are accurate and processed in an appropriate time-frame
- Be responsible for ensuring that monitoring databases are maintained and updated with concerts and recordings information

General

- To line-manage the Senior Concerts & Tours Producer and attend to any professional development needs of Orchestral Personnel Manager and Librarian.
- To undertake any other responsibilities that may reasonably be asked by the CEO & AD and General Manager.

Person Profile

Relevant experience - Essential

- Music concert administration / production, or in a relevant music event / festival production / producer role
- Proven event producing ability, with the able to plan and deliver complex and multi-faceted projects to time and on budget
- Experience of organising overseas music touring projects
- Experience of creating, monitoring and reconciling budgets related to artistic projects and events
- Experience of working with professional classical musicians, composers and conductors
- Experience of working with partners such as venues, external promoters, broadcasters and recording companies, in the UK and overseas
- Experience of negotiating contracts and fees
- Experience of managing staff



Relevant knowledge and skills – Essential

- Demonstrable knowledge of orchestra management practice and the classical music industry including festivals, agents, artists and broadcasters
- Ability to contribute to the artistic discussion of music events, with a good working knowledge of repertoire, composers, and latest trends in contemporary music.
- The ability to read and understand musical scores and draw out the key information and implications necessary for planning a performance.
- Good working knowledge of rights and performing fees arrangements such as those covered within the Association of British Orchestra (ABO) and Musicians Union (MU) policies, as well as BBC, PACT and BPI agreements
- Knowledge of Visas, Certificates of Sponsorship and requirements of touring ensembles
- Knowledge of Health & Safety as applicable to performing arts (with particular reference to Noise risk and Covid-19)
- Good IT skills (Microsoft Office) including arts planning software (such as Arts Vision, OPAS or Artifax)

Key attributes – Essential

- Proven strong negotiation, problem solving and influencing skills
- The ability to work successfully with a wide range of partners, from conductors and high-profile stakeholders to technical staff, in a positive and constructive way
- Ability to think creatively and contribute ideas about artistic projects to the planning process
- A high level of organised thinking and use of systems
- The ability and confidence to make decisions as necessary
- A self-motivated worker who is capable of taking initiative and working independently and as part of a small team
- Ability to manage and prioritise a diverse and shifting workload

Desirable criteria

- Experience of working with artists from other genres and art forms
- Experience of planning and delivering artist training and talent development schemes
- Experience of delivery of audio / visual capture of performance events
- Knowledge of safeguarding and child protection issues
- Knowledge of GDPR issues as applicable to this area of work



Working at London Sinfonietta

We are a small, friendly and enthusiastic team based at Theatro Technis, in Camden (near Mornington Crescent and Kings Cross St Pancras stations). We are a hands-on organisation, with all staff able to input into the strategic direction of a world-renowned contemporary arts organisation. We have a commitment to professional development with regular training opportunities available. Staff mix regular home-working with being in the office and at events; our performances offer a regular social aspect, with staff able to access complimentary concert tickets for LS concerts as well as receive discounts at Southbank Centre's on-site cafés and shops. We offer 25 days holiday per year (rising by 1 day per year after 5 years' service to a maximum of 30 days) plus bank holidays, along with an enhanced maternity and paternity leave provision.

Equity and Diversity

London Sinfonietta is committed to becoming a more diverse and inclusive organisation. We encourage applications from those who are currently under-represented in our workforce and also more widely in the classical music industry, including D/deaf or disabled, and applicants who experience barriers due to ethnicity, gender identity and/or socio-economic background. Should you require any reasonable adjustments throughout the application process, please let us know.

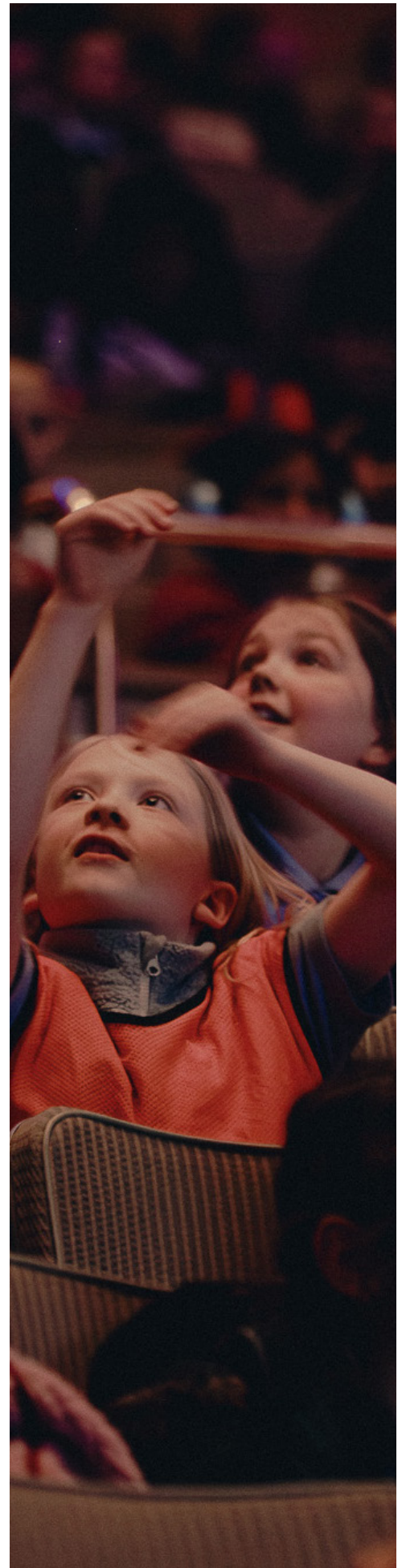
To ensure that our equal opportunities process is effective and to monitor the range of people who are applying to work with us, please complete an Equality and Diversity monitoring form with your application. Please access the form by clicking the following [link](#). All responses submitted are anonymous and will not be used by the interview panel for the purposes of selection.

Data Protection

London Sinfonietta is aware of its obligations under the General Data Protection Regulation (GDPR) and is committed to processing your data securely and transparently. Please visit <https://londonsinfonietta.org.uk/privacy-and-cookie-policy> which sets out, in line with GDPR, the types of data that we collect and hold on you and how the data is processed.

**"If I was the British Government,
I'd declare the London Sinfonietta
a national treasure..."**

Steve Reich



Terms and Conditions

Employed, 3 days a week. Flexibility on working days.

Line Manager: Chief Executive & Artistic Director

Responsible for: Senior Concert & Tours Producer, Personnel Manager, Librarian

Working hours: Normal office hours are Monday-Friday 10am to 6pm. We can consider a flexible pattern of working and indeed the job will also require some working outside these hours, including attendance at evening LS concerts. A time off in lieu policy applies for days worked at weekends or bank holidays

Place of Work: A mixture of office working (Theatro Technis, London N1 1TT) and home working will be required, with events delivered at various venues across London and nationally. All applicants must have the ability to work remotely

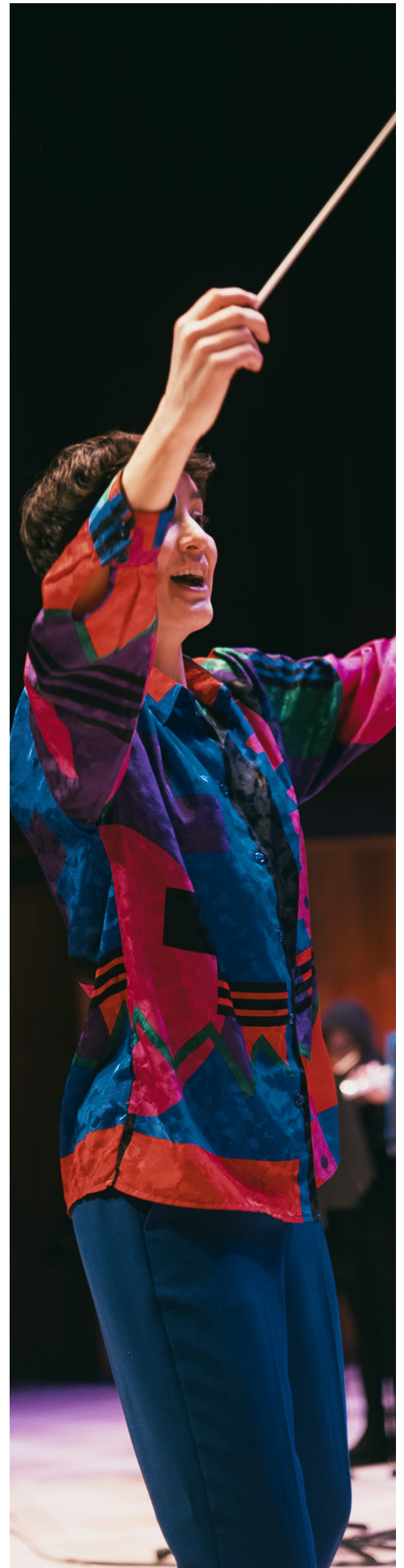
Salary: £39k pro rata.

Pension: All employees are auto-enrolled into a contributory pension scheme (subject to eligibility and the conditions of the scheme). LS contribute an amount equal to 3% of salary, with the employee contributing 5% of salary

Annual Leave: 25 days for a full-time role (plus statutory bank holidays), pro-rata for part time employees.

Start date: Ideally in November / December 2026

Additional information: Owing to the nature of the work, this position is subject to the completion of an enhanced Disclosure and Barring Service (DBS) check



How to Apply

To apply for the position of Concerts Production Manager at London Sinfonietta, please send a cover letter including supporting statement outlining why you want to work for the London Sinfonietta and how you meet the person specification, and your CV to recruitment@londonsinfonietta.org.uk by **midnight, Monday 12 October**

In addition, we would be grateful if you could complete the [Equality and Diversity Monitoring Form](#) with your application. Please note that the responses submitted are anonymous and for monitoring effectiveness of our recruitment processes only and will not be used by the interview panel for the purposes of selection.

Closing date for applications: midnight, Monday 12 October 2026

Interviews: First round interviews will take place in the **week of 19 October 2026**

If you would like an informal chat before applying, or for any queries about this role, please email andrew.burke@londonsinfonietta.org.uk

