



Sage Gateshead

Senior Producer,
Contemporary Music

Deadline for applications: 08/03/21

About Sage Gateshead

Sage Gateshead is an international music development centre – a new kind of cultural organisation for the 21st century.

From our iconic Foster + Partners building on the banks of the Tyne which opened in 2004, we work across the whole of the North of England. We are home to the UK's leading chamber orchestra Royal Northern Sinfonia, a multi-genre programme of events & festivals featuring musicians from across the world, a junior conservatoire training the next generation of musicians, an extensive programme of music for social impact, evening and day-time classes for people of all ages and a multi-genre artist development programme.

At Sage Gateshead all genres of music have equal status and we believe passionately in international level excellence and the imperative of inclusion. Some of the musicians we have worked with recently are Kamasi Washington, KT Tunstall, LA Master Chorale, Terry Riley, John Grant, Nightmares on Wax, Maarju Nuut and St Petersburg Philharmonic Orchestra.

We present around 400 events and festivals each year for a live audience of 350,000, 6 million people hear our work via stream or broadcast and 500,000 visit our building, often national and international visitors. Each year we support over 100 musicians through our artist development programme and we work with 30,000 children and young people and 20,000 adults in our creative learning programme. We provide employment for over 500 people, lead on Creative Apprentices for the North East and focus our work placements young people and young adults who are NEET. In our first decade, our economic impact was £283 million.

We are for audiences, for artists, for the North and for the long-term. Everything we do is guided by our values: Creative, Diverse, Focused, Leading, Responsible.

In 2019/20 Sage Gateshead delivered:

- 501 performance events
- Delivery 257 community events to over 20,000 people
- Reached an online audience of 6.6 million

The coming five years will be a new era for Sage Gateshead. We have secured planning and completed fundraising to undertake capital work within our largest auditorium and on our concourse, with the aim of reaching a wider audience, working with a wider range of musicians and making our building an even better place to spend time. We are also partners in a major development of the site next to our building, which will lead to the creation of a unique cultural, entertainment, business and leisure campus, turning the whole of Gateshead Quays into a high profile destination. Building on 15 years of success, this promises to be a new era for Sage Gateshead.



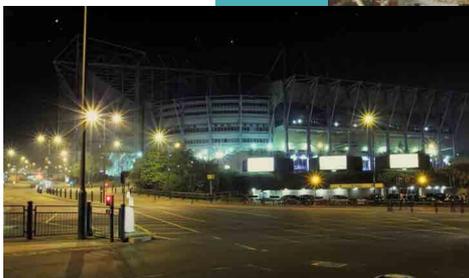
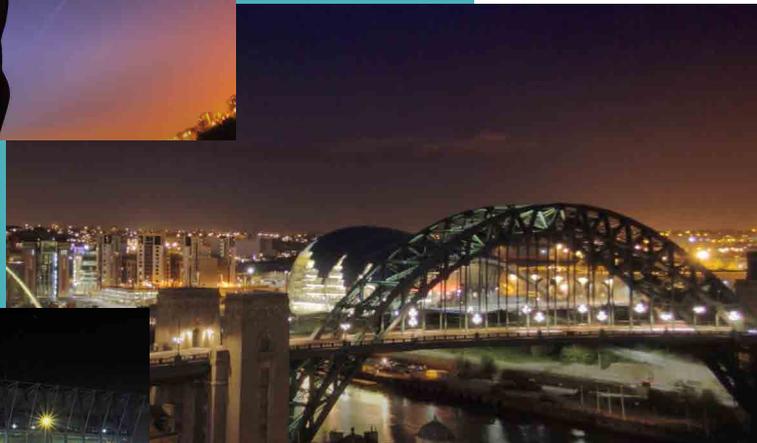
Why the North East of England?

North East England has so much to offer; from stunning coastlines to vibrant nightlife, inspiring heritage to world-class culture.

Located either side of a spectacular riverscape NewcastleGateshead boasts a range of theatre, music, comedy, museums, festivals and sporting events throughout the year as well as an independent food scene, award-winning dining, fantastic shopping and acclaimed architecture. A short drive away are beautiful beaches and countryside, historic market towns and ancient UNESCO World Heritage sites.

Embrace the famous Geordie spirit and enjoy all its sights, sounds and experiences, whatever your tastes.

(Click the images below for a taste of the North East).



Benefits of working at Sage Gateshead

We believe Sage Gateshead is a great place to work - an innovative and friendly environment, where no two days are ever the same. We offer a range of company benefits aimed at promoting well-being, goodwill and an engaged workforce.

- Annual leave of 25 days pa pro rata plus statutory holidays
- Sick pay – after 6 months' full pay for 6 weeks rising in steps to full pay for 6 months after 3 years' service
- Pension:
We provide an auto enrolment pension through Scottish Widows where the employee contributes 5% and Sage Gateshead contributes 3% making a total contribution of 8%
- Support in promoting and maintaining positive mental health
- 25% discount on all food and beverages purchased in Sage Gateshead
- Complimentary concert tickets for certain events
- Subsidised staff car parking
- Bike to work scheme
- Voluntary health care cash plan through HSF
- Travel ticket scheme providing loans for annual travel passes
- Free eye test and glasses vouchers – every 2 years and spectacles where required specifically for VDU users
- Access to all Newcastle Gateshead Cultural Venues staff offers



Sage Gateshead Values

Sage Gateshead's success comes from the work of the teams who deliver the objectives of the organisation. Teams are made up of individuals who each bring a different set of skills, knowledge and experience which collectively contribute to achieving team and organisational success.

At Sage Gateshead our 'People Strategy' is focused on ensuring we employ people who share and believe in our culture and values. In addition, there is a focus on training, development, succession and career progression within the organisation. This will allow our best people to progress and allow Sage Gateshead to promote internally for future roles.

Sage Gateshead is committed to promoting a diverse and inclusive community - a place where we can all be ourselves and succeed on merit. We offer a range of family friendly, inclusive employment policies, flexible working arrangements, staff engagement forums and services to support staff from different backgrounds

Sage Gateshead have five core values, these are:

- **Creative** – in outlook and championing creativity and learning, particularly for Children & Young People, developing new ideas and open to change, in our organisation, our artists, our music and our audience
- **Diverse** – in our music and our programme, our audience and our workforce
- **Focused** – on being professional, commercial and entrepreneurial to help deliver our mission
- **Leading** – there is excellence in all we do, in the music sector, in the local community and throughout our work
- **Responsible** – for our decisions and accountable for our actions

Diversity and Inclusion

You will be welcomed at Sage Gateshead and will find an inclusive environment where different views and experiences are valued, and everyone is able to be themselves. We recognise and understand the importance of diversity and inclusion and want our workforce to be representative of the audiences, people and communities we serve.

We strongly encourage applications from people who are under-represented in our workforce, including African Diaspora people, South, East, and South East Asian diaspora people, Middle East and North African people and people with disabilities.

Sage Gateshead has a range of family friendly, inclusive employment policies, flexible working arrangements, employee engagement forums, facilities, and services to support all employees.

Sage Gateshead is a unique place where artists come to perform, develop work, teach, where audiences from a wide range of backgrounds come to hear, make and participate in all genres of music and we are an active participant in communities in the North.

Senior Producer Contemporary Music

Deadline for applications: **08/03/21**

Department & Team: **Contemporary Programme**

Location: **Sage Gateshead**

Working Hours: **36 hours per week. This role also involves evening and weekend work and some national and international travel if required**

Salary: **Not less than £40,000, dependent upon experience**

Position in Organisation

Reports to: **Director of Contemporary Music**

Works in conjunction with: **All programmers, Young Programmers Group, Senior Marketing Manager, External Relations team, production teams, wider administration team.**

Responsible for: **Employed contemporary programme team, freelance programmers**

Budget accountability: **As budget holder, circa £2,000,000**

About the role

The Senior Producer, Contemporary Music sits at the heart of Sage Gateshead's programme team, working in close collaboration with the Classical Music and Artist Development Senior Producers and with Creative Learning leads. This is a new role to support a new direction for the organisation, with an emphasis on diverse own produced and programmed work and relationships with a diverse range of contemporary musicians.

The postholder will oversee the Contemporary Programme, with a particular focus on own produced and programmed activity by Sage Gateshead. This will involve detailed artistic planning for large scale projects, oversight of programmed events across contemporary genres, as well as responsibility for digital activities, learning work and artistic projects. This involves a budget of ca £2 million pa.

Overall purpose of the role

This role will act as producer for Sage Gateshead's Contemporary programme, leading on a diverse range of live and streamed self-promoted shows and hires, live and digital projects, artist development, learning and audience development work, as well as internal or external collaborations. Working closely with other members of the Sage Gateshead's programming team to produce a strong, distinctive, and coherent artistic programme for the organisation. The Senior Producer will work in close collaboration with the Director of Contemporary Music on programming and strategic development to drive forward contemporary music at Sage Gateshead in coming years.

The Senior Producer will develop and produce for Sage Gateshead a programme of main stage shows and a portfolio of projects and events, which could include:

- Large-scale commissions and projects
- Major collaborations between Royal Northern Sinfonia and musicians from contemporary genres
- Cross-organisation festivals or series
- Digital content and live streamed shows
- Sage Gateshead's contribution to national and international projects

Responsibilities and Duties

Strategic oversight:

- Working with the Director of Contemporary Music on strategic development of the Contemporary Programme to contain a diverse range of music and musicians and in line with Sage Gateshead's wider strategic plans.
- Leading on all programming, live and digital projects; collaborations, artist development, learning and audience development work of the contemporary programme.

Producing the Contemporary Programme - live and digital

- Maintain and develop strong relationships with a diverse range of contemporary artists and make sure the contemporary programme strongly features diverse artists and new commissions.
- Work on detailed artistic plans for a range of projects and initiatives, and leading overall on projects whenever appropriate. This will include both live and digital projects and will often involve a range of partners.
- Oversight of programme of mainstage shows and concert series, including securing links between visiting artists and our Creative Learning and Artist Development Programmes.
- Oversight of the engagement of all artists, offers and negotiations of fees, contracts and terms and conditions, with support from the Programme Managers.
- Build and sustain a strong network and relationships with agents, promoters, and partners and maintain an up to date understanding of the music industry and artists to continually refresh and develop programming.
- Work closely with the wider programming team to make sure the Artist Development, Creative Learning and Classical programmes collaborate closely and are integrated.
- Maintain an up to date understanding of musical inclusion and diversity and remove barriers for diverse artists and young musicians.
- As budget holder make sure the budget for the Contemporary programme is achieved within agreed parameters.

Developing Audiences:

- Work in close collaboration with the Contemporary Marketing team to jointly agree programming approach to serve and grow a wide audience for Contemporary Music.
- Know audience profile, tastes, and scale well across all music genres and devise a programming approach based on this knowledge.
- Be part of a team which develops Sage Gateshead's live streaming strand, securing quality and positioning.

General:

- Act as a lead for partnerships and networks, such as GEM arts and Music Beyond the Mainstream.
- Undertake other duties appropriate to the seniority of the post and in line with the needs of the organisation. This may involve presenting, acting as a strategic lead on a cross-organisation initiative or peer reviewing for other ACE NPO organisation, for example.
- Accept appropriate individual responsibility for the observance, promotion and implementation of Health & Safety, Safeguarding and Child Protection, Customer Care, Equality and Diversity, Dignity at Work and other policies with the Trust.
- Work efficiently and to the highest standards within the organisation's systems, in diary use, scheduling, technical service, set ups, sales monitoring, contracting and settlements.

Knowledge, experience and skills required to do the job

Qualifications:

Essential:

- Minimum A level standard of education or equivalent

Experience:

Essential:

- Significant track record in producing live and digital music events at the highest level across a range of genres, with a strong network and knowledge to draw on.
- Strong track record in drawing on data to drive programming and deal decisions.
- A high level of operational experience, understanding of how large-scale venues operate and ability to manage teams of people.
- Proven experience in creative diversity and excellence.

Desirable:

- Experience as a member of a senior management/ producing team.

Skills or knowledge

Essential:

- Knowledge and passion for contemporary music, with an in-depth knowledge of at least one genre of music and an ability to work within a wide range of genres.
- Ability to work at a high level across teams of people, excellent networking and relationship building skills.
- Exceptional project management skills, including financial management.
- Working knowledge of technical production management.
- Excellent knowledge, experience and understanding in relation to Health & Safety and Safeguarding.

Selection Process: Guidance for Applicants

Most roles with Sage Gateshead require you to complete and submit an application and equal opportunity form this is to ensure we collect the same information from all applicants. We occasionally ask for a CV and cover letter to be submitted when recruiting into certain roles. Regardless of the format for the application please be sure to read the advertisement for each role provided.

Our application forms are provided through Survey Monkey online via our jobs page.

When you find a job you'd like to apply for don't start filling in the application form straight away. Take some time to prepare: **read the advertisement, the job description and person specification** so that you can **refer to the specific skills and qualities that we are seeking** as you complete the form. Gather together all the information you'll need, including **details of your academic achievements, employment history and contact information for your referees.**

Please don't leave any blanks in your application on Survey Monkey, this is important as blanks can mean your application is submitted incomplete and may not get put through to the short-listing stage. **If there are any sections which do not apply to you, simply respond with 'not applicable' or 'n/a'.**

Supporting Information

Please ensure when completing this part of the form, you refer to the skills and experience section from the Personal Specification of the Job Description.

Write a well-structured, well-argued case demonstrating you are the right person for the job, giving **clear short paragraphs identifying how your experience meets each of the criteria.** Ensure you sell yourself, **demonstrating your skills, experience and past achievements using examples** when you have demonstrated the skills required for the role. We also recommend you state clearly **why you are interested in working for Sage Gateshead** as we may ask questions relating to all your supporting information during the interview to check what you have told us.

Proofread your application as you progress as once you leave the page you cannot return to it, check for any spelling or grammatical errors, which may not be picked up by an automatic spell-checker.

Eligibility and Right to Work in the UK

It is a criminal offence to seek employment and certain voluntary work if not legally eligible to work in the UK. Under the Asylum and Immigration Act it is a criminal offence to employ a person unless they are British citizens, Commonwealth citizens with right of abode in the UK, citizens of any country in the European economic area, or a person with current and valid permission to be in the UK or who qualifies for a category specified by the Home Secretary where employment is allowed.

Successful applicants will be asked to present the relevant documents to demonstrate their eligibility to work in the UK.

More information can be found at www.ind.homeoffice.gov.uk

Safeguarding children, young people and vulnerable adults

Sage Gateshead is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults, and expect **all** staff and volunteers to share this commitment. For posts where there is contact with children, young people and vulnerable adults, the job advertisement and person specification will specify that a check is a requirement.

Equal Opportunities Monitoring

Sage Gateshead aims to be an equal opportunities employer, and it is our policy all applicants and employees receive equal treatment regardless of sex, race, disability, sexual orientation, religion or belief, age, marital status or civil partnership, pregnancy/ maternity or gender reassignment. Recruitment and selection procedures will be monitored to ensure that individuals are selected and treated based on their relevant merits and abilities.

In addition, we use a system of anonymised short-listing.

References

We ask for the details of two referees, one of whom should be your present or most recent employer, the other could be someone who knows you in a work related, voluntary or academic capacity. Both referees should be able to comment on your suitability for the post applied for.

Terms and Conditions

We believe Sage Gateshead is a great place to work - an innovative and friendly environment, where no two days are ever the same.

The holiday entitlement for this post is 25 days pa pro rata, plus statutory holidays.

The salary for this post is not less than £40,000, dependant on experience.

We also offer subsidised parking for staff members, as well as a discount in our café, and access to a voluntary health cash plan, bike to work scheme, travel ticket scheme and auto-enrol pension.

How to Apply

Applications should be made on a North Music Trust online application form. Please let us know if you need any adjustments or support to apply for this role. We will consider any reasonable adjustments that you may need if you are successful in being appointed to this role.

We regret that CV's cannot be accepted. If you have any queries about your application please contact recruitment@sagegateshead.com

Completed applications should be returned no later than 5pm on Monday 8 March 2021.

