REGENT'S PARK
OPEN AIR
THEATRE

Recruitment Pack

HEAD OF PRODUCING & PROGRAMMING



CONTENTS

03 ABOUT US

04 OUR VISION, MISSION & GUIDING VALUES

05 JOB OVERVIEW: KEY RESPONSIBILITIES

07 JOB OVERVIEW: PERSON SPECIFICATION

09 TERMS & CONDITIONS

10 HOW TO APPLY



> **REGENT'S PARK OPEN AIR THEATRE IS A MAGICAL SANCTUARY FROM THE HUSTLE AND BUSTLE OF THE CAPITAL.**
>
> The Times

ABOUT US

Established in 1932, the multi-award-winning Regent's Park Open Air Theatre is one of the most artistically celebrated and successful independent producing theatres in the UK. With an auditorium of 1,304 seats, the scale and ambition of our productions together with our magical outdoor setting, makes us unique in the country's cultural landscape.

Passionate about producing popular, enriching and unexpected theatre that provides a lens into the here and now, we welcome 180,000 people to our 20-week summer season every year.

Regent's Park Open Air Theatre is led by Joint Chief Executives Drew McOnie (Artistic Director, since 2024) and James Pidgeon (Executive Director, since 2021).

Over the last fifteen years, our productions have won ten Olivier Awards, ten WhatsOnStage Awards, and four Evening Standard Awards; our 2024 production of *Fiddler on the Roof* holds the record for the most nominated musical revival in the history of the Oliviers. In 2025, we were one of six UK theatres to be shortlisted for Theatre of the Year by The Stage, and we received the Highly Commended Award for Visitor Attraction or Events Venue of the Year at the Kensington, Chelsea & Westminster Business Awards.

Beyond the Park, our productions continue to tour the UK and internationally, reaching a live audience of just under 1 million people worldwide in 2025 alone. Our 2016 revival of *Jesus Christ Superstar* is celebrating its tenth year of international touring, currently visiting New Zealand; the production also transferred to The London Palladium in June 2026 followed by a run at Theatre Royal Drury Lane, and embarks on a major UK tour from February 2027. *Fiddler on the Roof* is currently touring Australia into 2027, following its transfer to the Barbican Centre and UK & Ireland tour in 2025. Our new production of *CATS* began a major tour of the UK & Ireland in October 2026.

As a registered charity that receives no regular public subsidy, we rely entirely on earned income and charitable contributions. Nevertheless, we have over 46,000 tickets at £25 or under available across the whole of 2026's summer season, and we regularly work with a range of local stakeholders, civic partners, schools and community groups on a number of learning and engagement initiatives. Each year, on average, we subsidise tickets for 6,000 school pupils.

Our flagship artist development programmes include our Open Room observerships, the Theatre Dance Lab for early-career musical theatre choreographers, and The Treehouse Project workspace initiative.

OUR VISION, MISSION & GUIDING VALUES

VISION	MISSION	GUIDING VALUES
To help people make sense of the world under a shared sky.	Celebrating our unique and experiential outdoor setting, we create popular, enriching and unexpected theatre that provides a lens into the here and now.	Ambitious Open Independent Connected Joyful

UNDERLYING PRINCIPLES

01 Equity, Diversity & Inclusion

02 Environmental Sustainability

03 History & Heritage

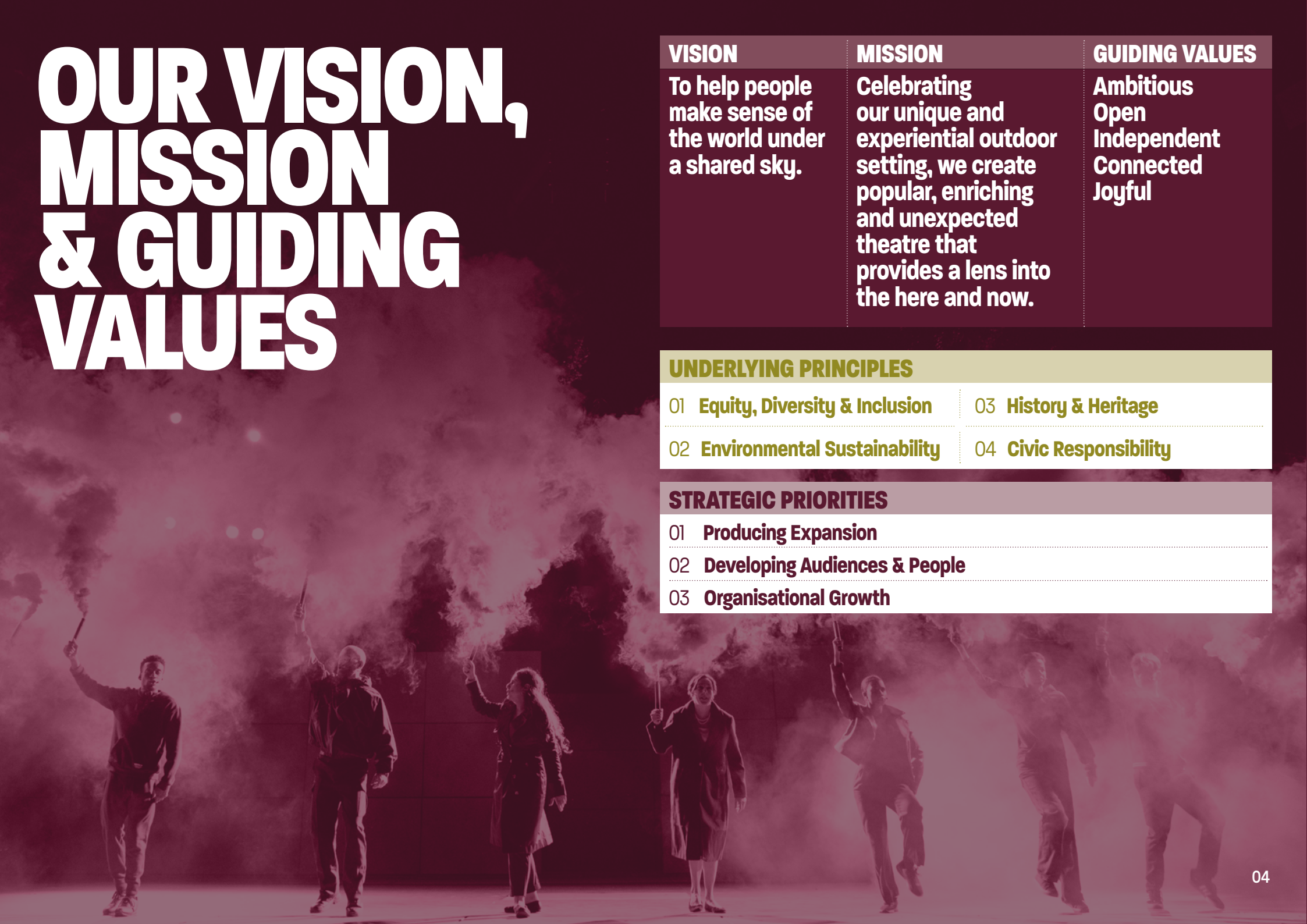
04 Civic Responsibility

STRATEGIC PRIORITIES

01 Producing Expansion

02 Developing Audiences & People

03 Organisational Growth





REGENT'S PARK OPEN AIR THEATRE IS FAST BECOMING THE NEW POWERHOUSE FOR EYE-OPENING MUSICAL REVIVALS.

Broadway World

JOB ROLE

KEY RESPONSIBILITIES

We are looking for a committed, enthusiastic and detail-orientated Head of Producing & Programming to develop and drive the strategic day-to-day delivery of Regent's Park Open Air Theatre's artistic planning and producing function across all produced, co-produced, presented, commissioned, and developed work.

At present, we produce a 20-week summer season (every May to September) of up to 5 new productions of plays, musicals and dance ranging in scale from our 150-capacity Theatre Lawn to our 1,304-capacity main auditorium. 2026's summer season included Joel Horwood's *Sherlock Holmes*, commissioned by Regent's Park Open Air Theatre, a reworking of Vivaldi's masterpiece in *A Life in Four Seasons*, a revival of Shakespeare's *A Midsummer Night's Dream*, and a brand-new production of Andrew Lloyd Webber's *CATS*. We also co-produced *Anansi the Spider* with the Unicorn Theatre, and programmed one-off comedy, dance, live music and family events with artists such as James Acaster, Boy Blue, Café Del Mar Classical, Doves, Echo & the Bunnymen, Tim Key, Alfa Mist and Nick Mulvey.

Our work continues to play beyond the Park more than ever before, with *CATS* currently touring the UK & Ireland whilst *Jesus Christ Superstar* plays at Theatre Royal Drury Lane in the West End and tours New Zealand. For the current Australian tour of *Fiddler on the Roof*, we continue as one of the three lead producers.

This role involves:

- Leading the development and delivery of the day-to-day artistic planning and producing function for the theatre's in-house produced and co-produced productions both at Regent's Park and beyond on tour, ensuring such work is delivered to an exceptionally high standard.
- Leading on rights and deal negotiations, licensing and/or commissioning agreements, contracting and house agreements, alongside working with the Executive Director on the negotiation of co-production deals, terms and contracts.
- Effectively managing agreed budget areas in line with the organisation's financial systems and procedures.
- Managing all organisational scheduling systems, including the creation and day-to-day management of summer season and Beyond the Park schedules in collaboration with Senior Leadership and Heads of Department colleagues.
- Acting as a lead contact for agents, freelance creatives, stage management teams and performing companies, working closely with Company Managers to ensure artistic teams are well supported and looked after.
- Ensuring all departments across the organisation are well briefed in a timely manner on all artistic planning and producing matters, and that efficient and effective producing systems and procedures are in place.
- Supporting the Producer and Production Coordinator & Assistant to the Executive on administrative tasks, including but not limited to logistics, weekly payroll, invoice processing, the raising of production settlements and royalty statements, travel and accommodation, supporting audition and rehearsal processes, managing chaperones and young performer licensing, submitting PRS returns etcetera.
- Working closely with the Director of Technical & Production and Heads of Technical Departments to support the effective delivery of all such functions.
- Playing a key role in the planning and delivery of learning and engagement activity, assisted performances, and talent development programmes.
- Developing and maintaining strong relationships with promoters, agents and tour bookers to support a broad programme of presented work.
- Supporting the Artistic and Executive Directors and other team members on the development of new artistic ideas and productions through the testing of logistical, financial and administrative viability as required.
- Leading on the administrative and practical delivery of new commissions, research and development periods, and the workshopping/testing of new ideas.
- Supporting the Executive Director to develop strategies for future life potential of projects (tours and transfers).
- Deputising for the Executive Director in regards to the theatre's relationships with UK Theatre, Equity, MU and other unions, maintaining a good working knowledge of and compliance with union agreements and industry best practice.
- Working with colleagues to consistently improve the experience of our visiting creatives, performers, freelancers, and external artistic partners and stakeholders.
- Acting as the organisation's Designated Child Protection & Safeguarding Officer (CPSO).
- Any other duties as reasonably requested by the Executive or Artistic Directors.



PERSON SPECIFICATION

We are looking for a dedicated and highly organised team player to join our small group of permanent staff; someone with strong communication skills, a people-centered approach, and the ability to juggle multiple priorities in a busy working environment.

Essential

- At least 5 years' experience of producing and/or general managing substantial professional theatre productions in the independent, commercial and/or subsidised sectors.
- Advanced experience of artistic collaboration and facilitation, including working independently with senior artists.
- Advanced experience of contracting and negotiation with agents, creatives, rights-holders and producing partners.
- Experience of working in a producing theatre at scale.
- Experience of working with SOLT, UK Theatre, MU and/or Equity agreements.
- Experience of effective budget management at scale, with an understanding of the wider economics involved with a non-regularly funded, not-for-profit organisation.
- Experience of creating and managing effective and efficient scheduling and producing systems.
- Some experience of supporting the development of new work and/or touring activity.
- Some experience of working with children, young people and/or adults at risk.



- Advanced skills in both written and oral communication and presentation.
- Superb organisational skills, with an intrinsic eye for detail and the ability to work effectively under pressure.
- The ability to inspire and motivate teams and enable effective collaboration.
- The ability to proactively and reactively solve problems in a timely, thorough and empathetic manner.
- Good computer literacy skills, including Microsoft Office.
- An understanding and commitment to equity, diversity and inclusion.
- A passion for Regent's Park Open Air Theatre and the work we produce.

If there are some skills in the Essential criteria that you do not currently have but feel you could learn and develop over time, please still apply and note this in your application.



TERMS & CONDITIONS

Job Title:
Head of Producing & Programming

Responsible to:
Executive Director

Responsible for:
Producer
Seasonal staff and creatives as required

Working closely with:
Artistic Director
Senior Leadership Team
All Heads of Departments
Production Coordinator & Assistant to the Executive
Creatives, performers, stage management, and seasonal production staff

Contract:
Full-time, permanent.

Basic Working Hours:
40 hours per week. Office hours are Monday – Friday, 10am – 6pm.
During the summer season, regular work in the evenings will be required as well as occasional work at weekends and on Bank Holidays.

Work Base:
Regent's Park Open Air Theatre, Stage Door, Open Air Theatre, London, NW1 4NU.
Remote working possible at times out of season, subject to agreement with Line Manager.

Salary:
Between £50,000 - £55,000 per annum paid monthly by PAYE.

Benefits:
Contributory pension scheme.
Two complimentary tickets for each of the summer season's lead productions.
Staff discount at the theatre's bar and catering outlets.
Training and development opportunities.
Access to external wellbeing and therapy service.
Private health care after 1 year's continuous service.
Access to a season ticket loan scheme.

Annual Leave:
22 days per annum plus Bank Holidays and discretionary days in December to cover any potential festive shutdown period.

Notice Period:
3 months (2 months during Probationary Period).

Probationary Period:
3 months



ONE OF THE GREAT UNDERSUNG THEATRICAL SUCCESS STORIES, PACKED WITH AWARDS, AS WELL AS MOUNTING CRITICAL AND AUDIENCE ACCLAIM.

Evening Standard

HOW TO APPLY

To apply for this role:
Please download and complete the Personal Details Form and Application Form from our website, and return to jobs@openairtheatre.com by no later than **10am** on **Thursday 19th November 2026**.

Should you prefer to answer the questions in the Application Form by submitting a video of yourself (lasting no more than 10 minutes) or a voice note (lasting no more than 10 minutes) instead of a written form, then please do.

First Round interviews are currently scheduled to take place on **Thursday 26 & Friday 27 November 2026**. We will notify you either way if you have been selected for interview or not. Second Round interviews are currently scheduled to take place during the **week commencing Monday 30 November.**

Feedback will be provided to all first round interviewed applicants on receipt of a written request no later than 1 week after the date of interview. We regret that due to the volume of applications expected feedback cannot be provided to applicants who aren't invited to interview.

Should you have access requirements or need any barriers removing in order to apply for this role and/or attend an interview, please e-mail jobs@openairtheatre.com.

disability confident COMMITTED

STAGE SIGHT

Regent's Park Open Air Theatre is an equal opportunities employer, and our recruitment process is open to all, regardless of disability, ethnicity, sexuality, gender identity, religion, caring responsibilities, and/or socioeconomic background. Our aim is to achieve greater diversity so that our organisation better reflects the society in which we live and work, and to foster an organisational culture that is inclusive, respectful and safe. We welcome and encourage applications from people of all backgrounds, perspectives, identities and lived experiences, and in particular those of the global majority and those who are disabled.

Regent's Park Open Air Theatre is committed to safeguarding and promoting the welfare of children, young people and adults at risk and expects all staff to share this commitment. Successful applicants may be asked to undertake an Enhanced DBS check, dependent on the requirements of the role.

Please click the following link to complete this anonymous survey which will help us to effectively monitor our Equity, Diversity & Inclusion work by identifying barriers to working or engaging with Regent's Park Open Air Theatre. Your responses will remain separate to your application and will be anonymised and kept confidential.

https://www.surveymonkey.com/r/7GCJSSZ