



Senior Producer Application Pack

Salary: £35,703, per annum

Location: Nottingham, NG3 2AR

Contract: 35 hours a week, Permanent, start from January 2026

Fabric is seeking a Senior Producer to join our dynamic team in Nottingham!

Fabric is a strategic dance development organisation based in the Midlands. Our mission is to create the conditions for dance to flourish by growing the dance economy for the health, wellbeing, development and connection of communities, cultures and individuals. Our approach is informed by care, openness, and rigour, through the curatorial values of Curiosity, Disruption and Joy.

The Senior Producer will play a key role within our Producing team, working to research, develop, produce and coordinate programmes and projects that support the development and quality of practice in research, creation, performance and participation, in line with Fabric's ten-year strategy.

We would like to hear from producers with proven experience of producing and managing performances and events in a range of settings; delivering projects that support the commissioning, presentation and professional development of artists; and managing dance events, partnerships and projects that deliver meaningful, inclusive, youth and community engagement.

With a wide-ranging knowledge of the UK Dance sector, and an understanding of the needs of professional artists, companies and youth and community participants, you will need excellent interpersonal and communication skills; highly developed organisational and administration skills; strong budget management skills; a commitment to inclusive working practices; and a collaborative, positive, proactive, and solution-focused approach.

If you feel you fit our brief, we'd love to hear from you!

Fabric thrives on the passion, creativity, and commitment of all the people we work with, and we are committed to celebrating difference in all aspects of our makeup, governance and work output. We strive to be an inclusive organisation. We recognise the positive values of diversity, promote equality, and challenge all forms of discrimination. We are particularly keen to hear from candidates reflecting a broad range of voices, opinions, and experiences across age, class, disability, gender, race, religion, and sexual orientation.

For further details, please read the full the Job Description and Person Specification below. If you have any questions, please contact recruitment@fabric.dance

Closing date for applications: Monday 17 Nov, 10am

Interviews will be held on Thursday 27 and Friday 28 November in Nottingham.

To apply, please complete our [online application form](#). You may provide a video/audio file (maximum length 5 mins) instead of completing the 'How you meet our brief' section of our application form.

Please note that applications made through recruitment agencies will not be accepted. Fabric is an inclusive employer who is actively seeking to employ people currently under-represented in the creative and cultural sector.

Senior Producer

Job Description and Person Specification

Salary: £35,703 per annum

Location: Fabric, Space 2, 2 Dakeyne Street, Nottingham, NG3 2AR

Contract: Permanent position, Full Time

Working hours: 35 hours per week. Usually Monday-Friday during office hours. Evening and weekend working will be required when needed to fulfil the demands of the role. (We are a flexible employer and happy to discuss the possibility of flexible start and finish times or compressed hours. Please talk to us at interview about the flexibility you need. We can't promise to give you exactly what you want, but we do promise to consider your request.)

Holidays: You are entitled to 25 days' paid holiday per annum plus the usual public holidays in England and Wales.

Management

Reports to: Director of Engagement or Director of Producing & Programmes, tbc subject to portfolio

Working closely with: CEO/Artistic Director, Director of Producing and Programmes, Director of Engagement, and the broader Producing, Comms and Operations teams.

Responsible for: Delivery team members and workers, visiting artists/companies, volunteers, interns and other casual staff as required

Purpose of the Post

Fabric is dedicated to demonstrating and embedding the social value of dance and movement through strategic interventions that improve the quality of practice in research, creation, performance and participation. Our approach is informed by care, openness, and rigour, through the curatorial values of Curiosity, Disruption and Joy. Aligned with this, the purpose of the role is:

To work with the CEO/Artistic Director, Director of Producing & Programmes and Director of Engagement, to research, develop, produce and coordinate programmes and projects that support the development and quality of practice in research, creation, performance and participation, in line with Fabric's ten-year strategy.

To champion representation, accessibility and inclusion across all programmes, producing and working practices.

Key Responsibilities

Programme

Be an active member of the Fabric team, leading on the planning, production, coordination and delivery of key programmes and projects.

In collaboration with senior colleagues, research, develop and lead on programmes and projects that support the development and quality of practice in research, creation, performance and participation.

Service and maintain networks and work closely with stakeholders (public, artists, creatives, freelancers, investors and partners) to ensure programme delivery requirements are met.

Support audience, participant and artist development, underpinned by care, openness, and equitable working practices, and nurture long term relationships across the Midlands to support this.

Develop and maintain effective working relationships with partners, collaborators and networks in the region and beyond, working with a broad range of stakeholders to support the development and delivery of Fabric's programmes.

Ensure effective preparation and maintenance of planning documents and project records, in support of the Senior Leadership Team.

In agreement with senior colleagues, negotiate deals and contracts, with artists, contractors, venues and partners, as required, in line with agreed processes and templates.

Manage and oversee effective scheduling, event and production planning, to ensure all technical, health and safety, risk assessments, licensing, safeguarding and legal requirements are met.

Contribute to the accurate and timely reporting, monitoring, evaluation and documentation of programme areas, and prepare reports as required, in agreement with senior colleagues.

Represent the organisation and advocate for its work at relevant local, regional, national and international networks and forums, as appropriate.

Work with artists, producers, partner organisations and community contacts locally, nationally and internationally to ensure that Fabric's programmes remain current, relevant and inclusive.

Champion representation, accessibility and inclusion across all programmes, producing and working practices, ensuring that our work reflects and contributes to Fabric's Equality, Diversity and Inclusivity commitments.

Actively contribute to Fabric's audience development activities, working to grow engagement in Fabric's programmes and events.

Collaborate with Communications colleagues to inform the Fabric Communication strategy, and support the delivery of effective marketing, sales & PR campaigns.

Financial Management & Resource Development

Manage programme budgets, working within Fabric's policies and processes, and ensuring strong financial controls.

Assist the Senior Leadership Team with budget planning, monitoring, and reporting as required.

Support the generation of new funding, partnership investment and income streams to support the growth and sustainability of Fabric activities, in line with the business plan, as appropriate.

Management

Line-manage specific members of the delivery team, in accordance with Fabric's HR policies and processes.

Coordinate, recruit and manage project teams, including a range of freelance artists, practitioners and workers as required, to achieve a high standard of delivery.

Support the professional development of team members.

Ensure good communication and collaboration across programmes, partners, artists, creative teams and staff.

General

Be an active member of the team, engaging in the development of the organisation.

Ensure that all company processes, policies and procedures are adhered to.

Ensure that Fabric is a welcoming, professional, and safe environment for all and that we offer the highest possible standards of customer service.

Duty Manage Fabric events and activities, and act as Fire Marshal, as required.

Travel within the UK and internationally as required – including Fabric Birmingham and Nottingham sites relevant to your portfolio of work.

Have a flexible approach, with evening and weekend working as required to meet the needs of the role.

Undertake training as required.

Maintain discretion and act responsibly with confidential information.

Work in a way which embeds and celebrates diversity and promotes inclusivity.

Act as a positive advocate of Fabric at all times.

Undertake other duties as may be agreed with the Senior Leadership team.

Person Specification

Experience

- Proven track record of producing and managing performances and events in a range of settings, live and digital, including in outdoor and non-traditional spaces, at a range of scales
- Experience of delivering dance programmes, involving the commissioning, presentation and professional development of artists.
- Experience of developing and managing dance events, partnerships and projects that deliver meaningful, inclusive, youth and community engagement.
- Experience of engaging and working effectively with a wide range of partners and artists
- Experience of coordinating teams, including freelance workers, to achieve a high standard of delivery
- Experience of managing negotiations and contracts with artists and partners
- Experience of creating equitable working spaces and practices, with and for artists and/or community partners

Skills & Knowledge

- Wide-ranging knowledge of the UK Dance sector, developed through a range of roles and/or experience
- A good understanding of the needs and requirements of artists and companies
- A good understanding of the considerations and requirements when working with children, young people and community participants
- Knowledge of and commitment to inclusive working practices and equal opportunities, working to broaden access and engagement
- Excellent organisational and administrative skills, with strong attention to detail
- Sound financial skills and experience of managing project budgets on target
- Excellent written and verbal communication skills
- Excellent interpersonal skills with a proven ability to quickly build and maintain relationships with colleagues, partners and collaborators
- An awareness of Health & Safety legislation, Safeguarding, licensing and risk management

Personal Qualities

- A professional, collaborative attitude, with a respectful, inclusive approach to others
- Committed and diligent, with the ability to self-manage and self-motivate
- Enjoys working with teams; able to manage, support and motivate others
- Positive, proactive, and solution-focused
- Able to multi-task, work effectively under pressure, and meet tight deadlines
- Willingness to travel across the UK and internationally if required

A satisfactory Standard DBS (Disclosure & Barring Service) check is required for this post. (We will process and cover the cost of this for you, if you do not have an up-to-date check)

Senior Producer – Terms and Conditions

There will be a written contract of employment to include the following outline terms:

The post is offered on a permanent contract.

Your employer will be Fabric CIO, and your main office base will be in Nottingham. Travel may be necessary around the city and the region, for which expenses will be paid.

Fabric is committed to appropriate and equitable pay and operate a fixed-point salary scale. The post of Senior Producer is offered at £35,703 per annum.

The working week for this role will be usually Monday-Friday. Weekend working will be required when needed to fulfil the demands of the role. No overtime payments will be made, however time off in lieu may be taken by arrangement.

You are entitled to 25 days' paid holiday per annum plus the usual public holidays in England and Wales.

ABOUT FABRIC

Who we are

Fabric is a strategic dance development organisation based in the Midlands with sites in Birmingham and Nottingham.

Created in 2022 by merging Dance4 in Nottingham and DanceXchange in Birmingham, Fabric was nearly five years in the making: five years of thinking, talking, planning and hard work against a constantly changing external environment, and social and economic backdrop.

Since forming, we have been designing Fabric's work, harnessing skills, knowledge and expertise to create expansive programmes that benefit from the scale, scope and success of the organisation and our collective expertise, building on a combined 60 years of experience and success.

We seek to develop dance as an artform, curious about it now and in the future, working with artists, partners, collaborators and stakeholders that reflect and celebrate contemporary Britain and its local to global communities and connections.

We are dedicated to demonstrating and embedding the social value of dance and movement through strategic interventions that improve the quality of practice in research, creation, performance and participation.

The Midlands, our home cities and the communities we serve and collaborate with are constantly changing – they bring a diversity of practices and forms together to make this an extraordinary place for dance.

Our mission will create the conditions for dance to flourish by growing the dance economy for the health, wellbeing, development and connection of communities, cultures and the individual.

The Four Cornerstones of Our Strategy

Research – holding a space of curiosity driven by the desire to understand more about what dance is, what it can be, and what impact it can have physically, emotionally, socially, culturally and curatorially.

Engagement – creating an accessible and sustainable environment for organisations, artists and practitioners to connect with people of all ages, abilities and backgrounds, for the joy of dance in all its forms.

Sector Development – creating, identifying and supporting conditions for growth through strategic conversations that connect artists, participants, and the work, politically, culturally, and socially.

Presentation and Showcasing – producing, co-producing and championing art and performance with dance and movement at its core, to ensure the artform is recognised for the essential role it plays in the UK's cultural and creative offering.

Our Values

Our approach is informed by Care, Openness, and Rigour through the curatorial values of:

Curiosity – an openness to taking risks, being uncertain, and asking difficult questions.

Disruption – embracing risk-taking, action and investment, that might disrupt old or accepted ways of working.

Joy – the lens through which everything should be seen and or/approached.

What we do

Fabric has a strategic role in developing the artform and growing the market for dance, supporting dance artists and choreographers to create and develop their practice, whilst building sustainable dance careers.

Fabric nurtures talented young performers, choreographers and leaders; runs an extensive outreach and education programme; leads the Midlands Centre for Advanced Training (CAT) programmes; and produces a range of multi-partner community, health and inclusion projects.

Fabric provides local, national and international leadership, working in partnership with venues, local authorities, education, creative industries and other providers to connect the most extraordinary dance and choreographic practices to the widest possible audience.

Fabric is the producer of Nottdance, a festival of extraordinary dance, at the forefront of creating and presenting new artistic perspectives.

Company Status and Finances

Fabric is a charitable incorporated organisation (CIO), Registered Charity No. 1196368, with a mixed portfolio of funding and investment from Arts Council England, and a range of co-producers, partners, sponsors, trusts and foundations. Earned income is currently generated through ticket sales, participation fees and studio hires, along with other professional and industry initiatives.

Our Home

Fabric operates across two sites in the Midlands:

- Our Nottingham site in Space 2, in the Sneinton area of Nottingham, where we have office space and three state-of-the-art dance studios, alongside meeting and networking spaces.
- Our Birmingham site, based on Level 5 of the Birmingham Hippodrome campus, in the Southside district of Birmingham, where we have an office space and three well-equipped professional dance studios.

To find out more, visit <https://fabric.dance>

Birmingham: Birmingham Hippodrome, Thorp Street, Birmingham, B5 4TB. Tel. +44 (0)121 667 6730 (Registered Office)
Nottingham: Space 2, 2 Dakeyne Street, Nottingham, NG3 2AR. Tel. +44 (0)115 924 2016

www.fabric.dance

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