

Senior Production Manager

£47,582–£53,601 per annum + benefits

Location: London, United Kingdom (hybrid)

Hours: 9:30am–5:30pm, Monday to Friday

Who We Are

Wise Productions is an employee-owned creative events production company based in London, with a talented team of over 55 Co-Owners. With a longstanding commitment to innovation, excellence, and a client-centric approach, we pride ourselves on delivering unforgettable event experiences in the UK's most beautiful venues.

Our core values—**enthusiasm, dependability, collaboration**, and a **client-first mentality**—are at the heart of everything we do. Our recruitment process is designed to identify candidates who genuinely share these values. For the right person, this is an exciting opportunity to join a respected company and play a key role in our future as we continue to grow through the strength of our employee-ownership model.

Position Overview

We are looking for an experienced **Senior Production Manager** to lead the delivery of high-profile corporate and private events, with a strong emphasis on operational planning, logistics, and team coordination. This pivotal role bridges the gap between hands-on event delivery and strategic oversight of production planning and delivery.

You will act as the senior production lead on Tier 2 and Tier 3 events, taking full responsibility for production schedules, crew management, supplier coordination—with a particular emphasis on the management and oversight of scenic subcontractors—as well as health & safety compliance and on-site production management. You'll work in close partnership with Technical Project Managers, who lead on technical design and specification, and confidently represent the production function in both internal and client-facing meetings.

In addition to managing multiple complex projects, you will line-manage and mentor junior production colleagues, collaborate with freelance Production Managers to scale capacity during busy periods, and provide operational support to Production Directors when required.

What Makes Us Unique

- **Experience** – With a legacy of excellence and a trusted reputation, we bring deep knowledge and proven expertise to every event.
- **Partnership** – We make the process seamless, offering a single responsive point of contact and acting with professionalism at every step.
- **Creativity** – Our creativity is strategic as well as stylish—offering fresh ideas, bespoke solutions, and distinctive flair for every brief.

Contact Details

www.wiseproductions.co.uk
+44 (0)20 8991 6922
events@wiseproductions.co.uk

Office Address

Unit 7 SEGRO Park Perivale,
Horsenden Lane South,
Perivale, Middlesex, UB6 7RH

Role Key Accountabilities

- **Leadership, Management & Accountability** – Lead and line-manage internal team members and, when required, freelance production managers, overseeing their project planning and on-site delivery. Set clear direction, allocate workloads, monitor deadlines, and ensure milestones are met. Act as the primary point of accountability, resolving issues quickly and driving high performance.
- **Project Delivery Leadership** – Take ownership of production management planning and delivery for predominantly Tier 2 and Tier 3 events—including feasibility, crewing, logistics, RAMS, and on-site execution.
- **Spatial Planning & Feasibility Oversight** – Lead the development and review of early-stage floor plans and spatial layouts to assess feasibility, ensure compliance with venue-specific regulations (e.g. access logistics, rigging limits, fire safety), and inform technical and creative design decisions.
- **Venue & Site Liaison** – Act as the main point of contact for venues on operational planning, logistics, and access.
- **Supplier & Subcontractor Management** – Manage third-party suppliers—ensuring clear deliverables, timelines, and alignment with project standards—with a particular emphasis on the management and quality control of scenic subcontractors.
- **Health & Safety Ownership** – Lead RAMS production and ensure all production-related H&S practices are upheld, coordinating closely with venue and internal safety protocols.
- **Collaboration with Project, Creative & Technical Leads** – Ensure production delivery is aligned with the client brief and wider creative and technical goals, supporting smooth interdisciplinary collaboration.
- **Support to Production Director** – Assist with production management and on-site delivery across larger or multi-venue projects, stepping in where needed for production oversight or crew coordination.

Day-to-Day Responsibilities

- Oversee multiple complex projects simultaneously at varying stages of planning and delivery—prioritising strategically, delegating appropriately, and maintaining clear communication with internal teams and external stakeholders.
- Develop and refine early-stage layout and floor plan drawings to support initial feasibility discussions with the Projects Team and clients. Ensure spatial designs account for venue regulations (e.g. fire exits, rigging limits, weight loading), logistical access, and operational constraints—informing operational and creative planning.
- Collaborate closely with Technical Project Managers to ensure technical system design and kit requirements are fully aligned with production logistics and site-specific delivery plans.
- Determine crew, transport, and equipment logistics for each project. Brief the internal Logistics Team with timely, detailed information while maintaining oversight of implementation and adapting plans as required.
- Create comprehensive production documentation including schedules, load-in plans, crew briefs, RAMS, and logistics summaries—ensuring clarity, consistency, and alignment with overall project timelines.

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- Attend site visits and technical recces to assess venue-specific access, power infrastructure, restrictions, and logistical considerations, feeding findings into production plans.
- Lead production delivery on-site—acting as the primary point of contact for crew, suppliers (including scenic contractors), and venue in-house teams, ensuring high standards of delivery, professionalism, and safety.
- Brief all internal crew and subcontractors, and supervise on-site activity to uphold quality, conduct, and H&S standards—including crew behaviour, language, site cleanliness, and courtesy to other venue users and the public.
- When workload requires, brief and oversee freelance Production Managers to support or take over assigned projects—ensuring continuity of delivery, clear briefing, and confidence in client-facing leadership.
- Oversee the workflow of your direct reports, providing clear priorities, tracking progress against deadlines, and stepping in to remove blockers. Maintain close communication with your team members to ensure clarity, resolve issues in real time, and keep delivery on track.
- Conduct quarterly check-ins, annual reviews, and regular 1:1s, completing all line management administration accurately and on time in line with company processes.

Core Competencies

- **Advanced Production Experience** – Proven ability to manage high-value, logistically complex events independently, with a track record of delivering Tier 2 and 3 projects to an exceptional standard.
- **Operational Expertise** – Deep understanding of all production disciplines—including logistics, crewing, site management, scenic supplier coordination, and venue compliance—with the ability to make strategic delivery decisions and mentor others in best practices.
- **Strategic Organisation & Agility** – Strong organisational leadership, with the ability to oversee multiple projects simultaneously, adapt to shifting priorities, and maintain delivery quality under pressure.
- **Team Leadership & Development** – Experience leading internal and freelance teams, providing direction, feedback, and support. Actively contributes to raising team capability and delivery consistency.
- **Health & Safety Ownership** – Confident in developing RAMS, managing CDM compliance, and embedding a proactive safety culture across complex site operations.
- **Stakeholder Communication** – Skilled communicator, capable of managing expectations and fostering collaboration with clients, venues, suppliers, and internal teams at a senior level.
- **Cross-Functional Collaboration** – Works closely and effectively with Technical PMs, Creatives, and Project Leads to ensure holistic, aligned, and efficient project delivery.

Wise Productions is proud to be an equal opportunities workplace and supports requests for flexible working arrangements subject to the needs of the business. We are committed to equal employment opportunity regardless of race, colour, ancestry, religion, sex, origin, sexual orientation, age, disability, marital status, or gender identity.

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