

Position Title: Head of Production

Company: 432 Presents

Location: Glasgow

Hours: 40 hours per week

Salary: £32,000–£35,000+ (Pro Rata) + Performance Bonus (*Salary, bonuses, and package terms are fully negotiable for candidates who bring existing event concepts, brands, or revenue streams*)

Overview

As Head of Production at independent Scottish promoter 432 Presents, you will oversee all live event production while playing a key role in driving our growth. This role has no structural ceiling: beyond core operational delivery, you are empowered to pitch and help create new event concepts, or bring outside events and house them under the 432 Presents umbrella. You will collaborate closely with artists, agents, and suppliers, combining technical expertise, creative commercial vision, and a passion for live culture.

Responsibilities

Concept Development & Expansion

- Actively scout, identify, and secure new indoor and outdoor event spaces across core markets in the UK and EIRE, as well as internationally (building on our international footprint, including US shows in Boston and Providence with Del Amitri).
- Pitch, develop, and execute new event concepts in collaboration with internal stakeholders.
- Bring external events, festivals, or partnerships into the 432 Presents portfolio.

Event Planning and Coordination

- Plan, coordinate, and execute all 432 concerts, outdoor shows, and custom event concepts.
- Negotiate with venues, suppliers, and vendors to secure optimal resources and services.
- Create detailed production schedules, master timelines, and logistics plans for each event.
- Organise, assign, and manage staff, freelancers, and the event rep rota.
- Build a viable small PA hire operation using existing equipment within the organisation.
- Support the Director in maximising operational efficiencies across departments.

Technical & Site Operations

- Oversee all technical and operational aspects of event production, including sound, lighting, staging, audiovisual setups, security, and first aid/medical provisions.
- Liaise with technical crews, security contractors, medical providers, and suppliers to ensure safety and quality standards are met.
- Troubleshoot technical, security, and operational issues in real time during live events.
- Uphold production and operational standards to such a high level that 432 Presents' reputation actively drives future business and growth opportunities.

Budget Management

- Manage event budgets, ensuring expenses remain within allocated resources.
- Negotiate pricing with suppliers and vendors to optimise costs without compromising quality.
- Track expenses and reconcile budgets post-event, identifying operational efficiencies.
- Deliver a monthly performance report to the Director and Operations Manager, demonstrating value achieved across all events and outlining strategic improvements.

Team Leadership

- Lead and direct a team of production staff, event reps, technicians, and third-party service providers (including security, PA, lighting, and site crew).
- Provide clear guidance and support to ensure internal team members, freelancers, and external contractors perform their roles effectively and efficiently.
- Foster a collaborative, positive, and inclusive work environment that encourages operational creativity and innovation.
- Nurture a culture where constructive feedback is openly given and constructively received to drive continuous improvement across all live operations.

Health and Safety Compliance

- Ensure full compliance with health and safety regulations across all events, covering crowd management, emergency protocols, and safety standards for both indoor venues and outdoor greenfield spaces.
- Conduct thorough risk assessments and implement robust safety measures to minimise potential hazards.
- Liaise with local licensing authorities and council bodies where required to ensure all operational permits and standards are met.

Stakeholder Communication

- Serve as the primary operational point of contact for artists, agents, venue managers, local authorities, and key industry stakeholders, maintaining strong, long-term working relationships.
- Communicate event details, technical specs, and logistical expectations clearly and efficiently across all internal and external partners.

Requirements

- Proven experience in live event production and management within the music and live entertainment sector.
- Excellent organisational and multitasking abilities with sharp attention to detail.
- Exceptional leadership and communication skills, with a track record of driving a positive feedback culture across internal teams, freelancers, and contractors.
- Proficiency in event budget management, commercial negotiation, and financial reporting.
- Flexibility to work irregular hours, including evenings and weekends.
- Strong problem-solving skills, composure under pressure, and a deep passion for live culture.

We value diversity and are committed to fostering an inclusive environment where individuals from all backgrounds feel welcomed, respected, and empowered to contribute their unique perspectives and talents.