



**NONSUCH  
STUDIOS**

## PROJECT & PRODUCTION MANAGER

Nonsuch Studios is seeking a freelance **Project & Production Manager** to support the delivery of one of our headline programmed activities as part of our Ashfield Creates programme; *Lumini* by Architects of Air.

### KEY INFORMATION

Dates:

- June – July 2026, Event 16th– 19th July 2026, Event debrief 30th July 2026
- 15 days broken down as:
  - 10 days in the lead up to the event; 5 weeks prior.
  - 4 days event delivery
  - 1 day post event debrief and evaluation

Salary and Expenses

- £250/day, £3750.00 total.
- £20/day per diem during the event up to £80.
- Appropriate travel expense reimbursement will be confirmed at contracting

## ABOUT ASHFIELD CREATES

Ashfield Creates is Nonsuch Studios programme unlocking exciting ways for everyone who lives, works and studies in Ashfield to get involved in amazing arts and creative activities until Autumn 2027.

From local residents, everyday makers and performers, to artists, storytellers, and creative groups, whether you've been involved with arts and creativity before or not, Ashfield Creates is here to unleash and celebrate the creativity of every neighbourhood and town in Ashfield.

## ABOUT THE PROJECT

As part of our commitment to bring amazing art to everyone in Ashfield we're curating a Summer of Creativity – arts based activity and fun across the Ashfield district. The highlight of this will be **Architects of Air's Lumini**, an immersive inflatable experience in Titchfield Park, Hucknall for adults and families alike.

Across 4 days, we'll be bringing Nottingham based immersive experience makers to Hucknall, Ashfield with their *Lumini*, a large 3,500 square feet inflatable structure. Utilising Titchfield Park as its base, we'll be inviting audiences to experience the *Lumini* as part of 20-minute slots across the 4 days.

This is a first for Ashfield and the largest event Ashfield Creates will have programmed to date.

## ROLES & RESPONSIBILITIES

The Project & Production Manager will support the Nonsuch Studios, Ashfield Creates and Architects of Air teams in the successful delivery of the *Lumini* in Titchfield Park:

- Oversee the logistical planning of bringing the *Lumini* to Hucknall including health and safety, site management and key stakeholder relationship management.
- Sourcing the necessary security for the site, working with Ashfield District Council's supplier list to ensure the site is kept secure at all times.
- Sourcing the necessary diesel generator and appropriate safety measures in place for this to run.
- Working with Ashfield Creates Senior Producer and Nonsuch Studio's Executive Director on managing the project budget, ensuring necessary reporting and receipt/invoice tracking is maintained.
- Working with Ashfield Creates Senior Producer and Programme Administrator to recruit and contract Stewarts and Steward Co-ordinator for the project.

- Attend the event as part of event control (4 days) acting as the main point of contact.
- Development of site pack and onsite documents to be disseminated across event teams and Ashfield District Council.
- Leading on event briefings across teams on the event days, ensuring all teams are aware of their responsibilities, line of command and communication.
- Work with Senior Producer and Architects of Air on logistics in the run up to the event, foreseeing any potential challenges the companies might find themselves in when working within Titchfield Park and appropriate risk management for this.
- Support logistics of booking *Lumini*: travel and accommodation for *Lumini* managers, transport for the *Lumini* itself.
- Act as the main point of contact for Ashfield District Council and the Safety Advisory Group.
- Ensure all event licensing conditions are met and upheld across the delivery.
- Work with the Nonsuch Studios marketing team developing onsite branding and signage as required.
- Working with Nonsuch Studios to create a risk assessment, ensuring all risks are mitigated.
- Liaising with onsite use of toilets from local business providers.
- Working with the Senior Producer and Steward team to complete appropriate evaluation of the event.

## WHO WE ARE LOOKING FOR

We're keen to work with an experienced project and production manager who has a track record of overseeing the delivery, planning and execution of outdoor events. You will have excellent communication, planning and foresight for the delivery of outdoor events and the management of these. Understanding health and safety, licensing and SAG relationship management is a priority. You'll love a gantt chart and a spreadsheet is where you'll feel at home, whilst also being great boots-on-the-ground to get the work done.

There is scope for additional work as part of Ashfield Creates to be supplied to the Project and Production Manager across a range of projects Nonsuch Studios are delivering within the programme for the right candidate.

## HOW TO APPLY

We are expecting to recruit for this role quickly due to the necessary turnarounds of the project, for this reason we expect to have completed selection by the 15th June 2026

If you'd like to apply, please email us:

- Your CV
- An outline of key experiences that demonstrate your capability to successfully deliver the roles and responsibilities above.
- Two professional references with contact details

You can send this information to [tom@nonsuchstudios.co.uk](mailto:tom@nonsuchstudios.co.uk) by **Thursday 18th June 2026, midday** with **LUMINI PROJECT & PRODUCTION MANAGER** in the subject line.

## QUESTIONS?

No worries, we're happy to answer any questions that you might have. Drop our Senior Producer, Tom, an email on [tom@nonsuchstudios.co.uk](mailto:tom@nonsuchstudios.co.uk) or call 0115 8371950