Freelance Producer – Koro Lab

Fee: £200 per day, 26 days total (£5,200 inclusive of all expenses)
Contract period: February - October (exact dates to be agreed, including 29-30 September)
Location: Combination of remote and in-person work at Shoreditch Town Hall
Application deadline: Rolling (early applications encouraged)
Preferred start date: End of February

Koro is seeking a Freelance Producer to support the delivery of Koro Lab, a new artist development programme for migrant and Global Majority immersive theatre-makers.

This role includes a short sick leave cover at the beginning of the contract period, so we are looking for someone who can start as soon as possible. As this is a new role within a growing organisation, there may be opportunities for extended or future work as Koro and Koro Festival develop.

About Koro & Koro Lab

Koro is a charity specialising in immersive and site-specific theatre. We create and produce shows that place audiences at the heart of the storytelling experience, exploring urgent contemporary stories - and the global histories that shaped them - through interactivity and play. We collaborate with diverse artists to tell stories that reflect a wide range of lived experiences, and design our work to be accessible, inclusive and engaging for audiences of all backgrounds.

Recent projects include 1884, an anti-colonial game-theatre show that toured nationally and internationally in 2025 (Warwick Arts Centre, HOME Manchester, Norwich Theatre, Wellcome Collection, MIR Festival), and Checkpoint Universe, an immersive family show by 27 degrees exploring migration through the lens of space travel (R&D in partnership with the Albany and Jacksons Lane). We also create site-specific projects that invite audiences to discover spaces in new ways, including I am Bird, an interactive migration adventure for public libraries.

Koro Lab is a six-month artist development programme offering training, R&D space, seed funding and production support to nine migrant and Global Majority artists and companies working in immersive, interactive and site-specific theatre.

The programme includes:
- A two-day training programme at Shoreditch Town Hall
- R&D periods at Shoreditch Town Hall, Theatre Deli and Wellcome Collection
- Seed commissions
- Public sharings at Shoreditch Town Hall, Wellcome Collection, Leadenhall Market and a London public library

Koro Lab will feed directly into Koro Festival 2027, a new biennial festival of socially engaged immersive theatre.

The role

The Freelance Producer will play a key role in supporting artists, coordinating programme logistics, and delivering public events and sharings. They will work closely with Koro's CEO and team of freelance creatives, acting as a main point of contact for artists throughout the programme.

This is a hands-on role suited to a producer who enjoys working closely with artists, managing multiple strands of activity, and supporting projects from early development through to public sharing.

Key responsibilities

Artist recruitment & onboarding
- Act as a point of contact for artist enquiries during the open call period
- Support the promotion of the call out through social media and professional networks
- Compile and organise applications, maintaining accurate records
- Share applications with the selection panel and attend sifting meetings
- Offer places to selected artists and manage contracting
- Liaise with artists, venues and the Koro team to coordinate access needs, space bookings, mentoring sessions and technical requirements

Artist support & programme delivery
- Be the main point of contact for artists during the Lab, offering guidance and production support as necessary
- Support artists during R&D and rehearsal periods
- Liaise with venues regarding technical needs, access requirements and scheduling
- Attend playtests and sharings where possible, offering practical support and feedback from a production perspective

Public sharings & events
- Support the delivery of public sharings at Shoreditch Town Hall, Wellcome Collection and Leadenhall Market
- Facilitate site visits with artists and venue partners
- Invite guests and support audience-facing communications and marketing
- Draft risk assessments and event documentation
- Act as Event Manager during public events and sharings

Administration & wider programme support
- Provide general production administration support for Koro Lab
- Support content creation for Koro's social media channels (e.g. posts, images, short updates)
- Occasionally support drafting or proofreading funding applications
- Assist with research into potential funders and partners for Koro Festival

Person specification

Essential
- Experience working as a producer or project manager in theatre, live performance or participatory arts
- Strong organisational skills and the ability to manage multiple tasks and deadlines
- Experience supporting artists and projects during development and rehearsal periods
- Confidence liaising with venues, artists and partners
- Experience delivering or supporting live events
- Excellent communication skills, written and verbal
- A supportive, calm and collaborative working style
- Availability between February and September

Desirable
- Experience working in immersive, interactive or site-specific theatre
- Experience producing work in public or non-theatre spaces
- Familiarity with access planning and inclusive production practices
- Interest in socially engaged work and migrant / Global Majority-led practice

Due to the nature of the programme, we encourage migrant or Global Majority applicants.

Fee & working pattern

Fee: £200 per day, 26 days total (£5,200 inclusive of all expenses)

Days will be spread across the programme period and agreed in advance, with flexibility built in around key delivery moments. Attendance required for September events, at Shoreditch Town Hall (29-30 September), Leadenhall Market and Wellcome Collection (dates tbc)

Location: up to one day a week in person at Shoreditch Town Hall, as well as remote working

How to apply

Applications are rolling, and we are keen to appoint as soon as possible.

To apply, please email:
- Your CV
- A short email (no more than one page) outlining why you are interested in the role, relevant experience, your availability between the end of February and early October
- Please send applications to Marie Klimis at info@koro.org.uk with the subject line Freelance Producer – Koro Lab.

If you have access requirements or wish to apply in an alternative format, please get in touch.