POSITIVE EXPERIENCE
CREATIVITY + DESIGN + PRODUCTION

JOB DESCRIPTION

Position: Senior Producer
Employment: Full Time | Permanent | 40 hours per week (Option for reduced hours following discussion)
Start Date: ASAP
Salary: Starting at £48K per annum DOE and location
Working Location: Frome or London, hybrid (regular visit to Frome HQ required)

About us

We are Positive Experience, a brand experience production agency for all seasons, every scale, shape and type we can dream up. We create planet-positive experiences that leave people smiling.

We work with big names, up-and-coming growing brands and alongside agencies across a range of sectors from concepting, designing, producing and delivering full scale brand experiences.

We believe in a culture that uplifts, where creativity, wellbeing and collaboration go hand in hand. Because when our team thrives, the experiences we build do too.

About the role

A new and exciting opportunity has opened within our Creative Production Team.

We're looking for a motivated and experienced Senior Producer with a strong creative eye, a passion for design, and a solid background in live production and experiential delivery.

You'll sit at the heart of our Creative Production Team, taking projects from the concept stage through to delivery and ensuring creative ambition is matched by rock-solid production. Supporting our Creative Production Director, you'll own projects end to end, working closely with creative, production and client teams to deliver standout experiential work.

Working closely with the wider production, creative and client teams, this role ensures projects are delivered on time, on budget, and to the highest standard always aligned with our sustainable, people-first ethos.

This is a hands-on role for someone who loves shaping ideas, solving problems and bringing experiences to life. Alongside project delivery, you'll also play a part in developing how we work, spotting opportunities for improvement, innovation and growth as the business evolves.

Beyond project delivery, the Senior Producer contributes to the ongoing development of the business, helping to identify opportunities for growth, innovation, improved processes, and more efficient ways of working.

Key Responsibilities

Creative Production & Project Delivery

- Manage creative and experiential projects from initial brief through to delivery, reconciliation and debrief.
- Translate creative concepts into robust, deliverable production plans.
- Track timelines, budgets, documentation and progress using project management tools.
- Oversee on-site delivery where required, ensuring smooth execution and problem-solving in live environments.
- Ensure all production activity aligns with approved designs, specifications and budgets.
- Oversee project wrap reporting and financial reconciliation.
- Support the Creative Production Director in maintaining creative integrity while balancing feasibility, budget and timelines.
- Maintain quality control across all deliverables, ensuring work meets client expectations and internal standards.
- Proactively identify opportunities to improve production quality, efficiency and workflow.

Client & Stakeholder Management

- Confidently communicate production details, timelines and solutions to clients, Directors and internal teams.

- Support pitch activity, proposals and presentations, including creative decks and costed production responses.

Team & Supplier Coordination

- Liaise with suppliers, fabricators, freelancers and internal teams to ensure seamless delivery.
- Delegate and oversee tasks across the production team and subcontractors, ensuring clarity and accountability.
- Build strong, trusted relationships with suppliers aligned to our values, sustainability goals and quality standards.
- Line Management of Midweight/Junior Producer within the project delivery team

Sustainability, Process & Compliance

- Support supplier due diligence and company structure requirements in line with our B Corp commitments.
- Contribute to the development of better processes, systems and ways of working across the production team.

Who we're looking for

- A Senior Producer with a strong creative eye and live production experience to bridge the gap between project conception and execution
- Proven experience as a Senior Producer within events, experiential or creative agencies - minimum 5 years experience
- Proven experience of project ownership and live event execution
- A collaborative mindset and a passion for creating meaningful experiences
- Strong creative sensibility alongside hands-on production knowledge
- Confident communicator with clients, suppliers and internal teams
- Exceptional attention to detail
- Strong critical thinking and problem-solving skills.
- Excellent time management; able to work to tight deadlines.
- Clear and confident communication skills.
- Highly organised and calm under pressure.
- Proficient in budgeting and financial management.
- Confident using Google Suite and Keynote

Nice to haves

- Fluency in using Google Suite
- Project management tools such as Asana and Harvest

Company Benefits

- Company laptop
- 20 days + Bank Holidays increasing +1 day for every year of service
- Christmas shut down on top of holiday allowance
- 2 days to volunteer a year to give back to your community
- Regular team building days
- Enhanced Parental Pay
- Workplace Pension Contribution
- Cycle to Work scheme
- Gym membership
- Company wide bonus scheme
- Company merch
- EAP (Employee Assistance Program)

We Would Like to Hear From You!

To apply for this role, please submit a cover letter, CV, and portfolio of relevant work to recruitment@positiveexperience.co.uk.

We are an equal opportunities employer and do not discriminate on the grounds of gender, sexual orientation, marital or civil partner status, gender reassignment (i.e. transgender status), pregnancy, maternity, race (which includes colour, nationality, and ethnic or national origin), religion or belief, disability, or age. If you require a reasonable adjustment to be made for any part of our recruitment process, please let us know.