

GATE ASSISTANT PRODUCER



GATE THEATRE: GROUNDBREAKING INTERNATIONAL THEATRE

The Gate brings people together from across the world to engage with theatre, performance, art and ideas. Founded in 1979 to stage ground-breaking international plays, the Gate is a platform for some of the 21st century's most radical artists, writers and directors from across the globe, known for its transformative ability to push the boundaries of what theatre is and can be. It is where creatives come together to imagine storytelling differently and where theatre and experimental thinking are front and centre.

At a time when the world and our own nation grow increasingly insular, we believe it is important to foster communication and understanding across borders, across languages, across cultures. The Gate works with artists in London to tell stories from beyond our borders, celebrating the multiplicity of identity within our artists and our audiences through the power of theatre.

As a home for new voices and new ideas, we also have a reputation as a training theatre. Gate shows enable artists to take risks and to develop and advance their own talent, and their own professional journey, by making high quality work that moves the artform and the sector forward.

We are now seeking an Assistant Producer to support our 2025 artistic programme, including an as yet unannounced production to be directed by Artistic Lead Atri Banerjee and produced in London this coming Autumn.



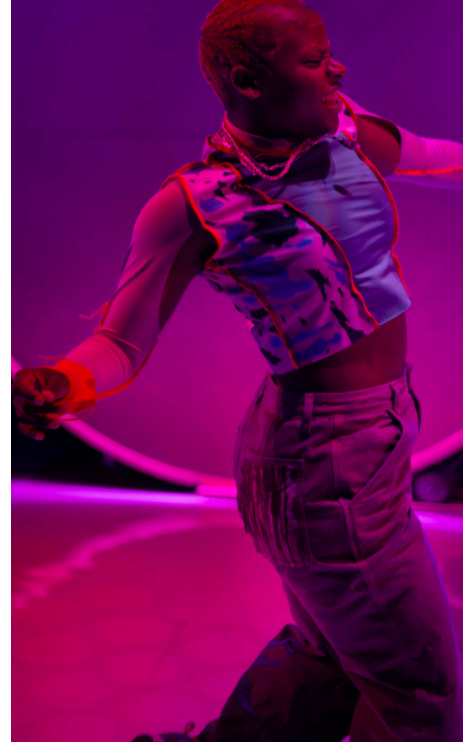
Wish You Were Here (2024)
Photo: Richard Lakos

GATE

At the Gate

The Gate is more than a building.

The Gate works with risk-taking artists to push the boundaries of what theatre can be. From designers being empowered to explore new techniques, to directors given permission to do the unexpected with existing texts, the Gate allows theatre to be transformative. The Gate's priority is producing an artistic programme that showcases our mission and impact beyond a physical space.



Hot In Here (2023)
Photo: Tasha Best

How we work is as important as what we produce.

We interrogate established ways of working, recognising that theatre is implicitly political and social and we must make work that responds to and engages with the context. Through creativity, care and accessibility, we can make challenging work while considering more sustainable models of theatremaking. We call this our 'slow theatre' approach, where work is generated while we support artists in long-term development.



Dear Elizabeth (2021)
Photo: Mark Senior

Brassic FM (2023)
Photo: Craig Sugden

Storytelling is a means of change.

We believe that everyone should have access to exceptional stories, creative activities and a platform for expression. We prioritise international voices as a means to diversify and enrich the conversation on our stages. Access to theatre and the arts is an inalienable human right. At the Gate, the work should be an opportunity for social change and provocation to think deeply. Through this, we have the opportunity to imagine society differently.



ASSISTANT PRODUCER

The Gate is looking for an Assistant Producer to support our 2025 artistic programme including an as yet undisclosed UK premiere of a new play directed by Gate Artistic Lead Atri Banerjee. The Assistant Producer will take the lead on our access and outreach delivery including supporting the Gateways programme. This is intended as an opportunity for someone with prior experience in producing who would benefit from mentorship from our Senior Producer Alice Linnane and the chance to take a step up in their practice by working with the Gate.

‘Not only have the Gate strengthened my commitment for daring, radical and joyful work, and educated me on the countless ways in which to achieve that, but they have given me my London professional stage debut. It was honestly one of the best experiences of my life.’

Kwame Owusu,
Gate Young Associate



Assata Taught Me (2017)
Photo: Ikinyum Photography



A Sudden Violent Burst of Rain (2022)
Photo: Craig Fuller

THE ROLE

Contract type: Freelance

Fee: £5,000

Hours of work: The Assistant Producer will be required for 48 days between 4 August and 27 October. This will equate to approx 3 days/week across prep weeks and the run of the production, and a full-time basis throughout the rehearsal process, technical rehearsals and previews up to and including the Press Performance. They will support Gateways events and access performances during the run, and work with the wider Gate gate team across the artistic programme.

Prep Weeks: w/c 4 August and w/c 11 August 2025 (3 days/weeks)

Rehearsals: From Monday 18 August 2025 (full time for 4 weeks)

Technical Rehearsals: From Monday 15 September 2025 (full time)

Preview Performances: w/c 15 September 2025 and w/c 22 September 2025 (full time)

Press Performance: w/c 22 September 2025 TBC (3 days/week from press until get out)

Final Performance: Saturday 25 October 2025

Get Out: Sunday 26 and Monday 27 October 2025.

Responsibilities:

General:

- To be a proactive presence during the rehearsal and tech period to support the Senior Producer, creative team, Stage Manager (SM) and Production Manager (PM).
- Build and sustain good relationships with cast, creative and production teams.
- Complete administrative tasks such as creating welcome packs, building schedules, note taking, arranging accommodation and travel, and booking rooms for rehearsals and meetings.
- Source items of set, costume and rehearsal consumables under the guidance of the SM and PM and working to a strict budget.
- Liaise with cast, creative teams and ticket agents about ticket allocations.
- Support with the delivery of press night and closing night celebrations.
- Act as a member of the Gate team, including answering general enquireies and audience communications.
- Supporting with additional organisational activity taking place alongside the show as necessary
- Adhere to Gate policies including Equity, Diversity, Inclusion & Justice, Health & Safety and Safeguarding.

THE ROLE

Responsibilities:

Access:

Gate Productions include a number of accessible performances across the run, including a BSL interpreted performance, a captioned performance, an audio described performance and a relaxed performance. The Assistant Producer will take the lead on ensuring appropriate adaptations are made to ensure our audiences can benefit from these access features. This includes:

- Briefing and supporting freelancers such as BSL interpreter, captioner, audio describer
- Coordinating rehearsals with cast and creative team
- Managing set up as required for each access feature
- Preparing audience materials to support accessible performances
- Acting as an advocate for access users during the building of the show

Gateways Programme:

This is a series of workshops, talks, artist commissions and curated events developed alongside our productions to offer our artists and audiences opportunities to learn more about our work, how our productions relate to the wider world, and develop their practice and perspective.

- Lead on the execution of Gateways events around the production
- Act as the first point of contact for artists, speakers and freelancers working on the programme
- Liaise with agents and freelancers, negotiating fees and writing agreements, under the guidance of the Senior Producer.
- Conduct research to support these events, preparing questions for Q&As and briefs for key stakeholders
- Manage the Gateways budget, under the supervision of the Senior Producer.
- Ensure each event has the appropriate tech and resource needed.

This list of responsibilities is a guide to the nature of the work required of this role. It is not comprehensive or restrictive and may be reviewed as required. All Gate staff are expected to work collaboratively to undertake any other reasonable tasks for the benefit of the production.

Essential skills, qualities and experience

- Experience of producing theatre, events or community projects
- Experience of working with professional casts
- Ability to work independently and within a team
- Strong organisational and time management skills
- A commitment to broadening access for audiences
- An interest in International theatre

Desirable skills and attributes

- Experience of working in a producing theatre organisation
- Experience of working on access performances
- An interest in the Gate

We are particularly keen to hear from artists who identify as 'international' or are from migrant backgrounds.

Please note that this role is based in London and unfortunately we do not have the capacity to offer support for relocation or travel.

To apply please email a covering letter (no longer than 1 side of A4 if written or no more than 3 minutes as audio/video) along with your CV/Portfolio explaining why you would be suited to the role to **jobs@gatetheatre.co.uk** and complete the Equal Opps monitoring form [here](#). Please share audio or video links via SoundCloud, Dropbox, Google Drive, or any other filesharing service, not as an attachment.

In your cover letter, please include:

- Why is this the right role for you?
- Why is now the right moment for it to happen?
- Why are you interested in working with the Gate?
- What do you hope to learn from your time on this production?

Deadline for applications: Friday 30th May, 6pm

For selected applicants, there will be up to two 30-minute interviews. All applicants will be notified of the outcome of their application by the end of June 2025.



The Gate Team (2024)