



\\ PROGRAMME PRODUCER

Thank you for your interest in the role of **Programme Producer** at Abandon Normal Devices (AND).

[Abandon Normal Devices \(AND\)](#) is seeking an experienced Programme Producer to oversee the development and delivery of the artistic programme of a small, ambitious arts organisation working at the intersection of art, technology and digital culture. This role will hold responsibility for producing high-quality cultural activity across the AND programme – including commissions, festival activity, artist development and cross-sector partnerships. The role requires strong production and organisational skills, alongside a critical curatorial perspective that aligns with AND's collaborative, interdisciplinary ethos.

To apply for the role please:

- Submit a CV (no more than 2 sides of A4) and a cover letter (no more than 1 side of A4) outlining your skills, experience and interest in the role in response to the Job Description and Person Specification by email to jobs@andfestival.org.uk with **APPLICATION – Programme Producer** as the subject field.
- Complete an [Equal Opportunities Form](#) (submitted anonymously).

Application Timeline

The closing date for applications is **Sunday 29 June at Midnight**

Interviews are expected to take place on **W/b 14 July**

As we receive so many applications, we're unfortunately unable to reply to each one individually, therefore, if you have not been contacted by the end of **Monday 7 July**, please assume that your application has not been successful on this occasion.

Application Queries

If you have any questions about the application process, feel free to contact AND directly on jobs@andfestival.org.uk.

Thanks once again for your interest in AND and we look forward to receiving your application.

Yours sincerely,

The AND Team

\\ BACKGROUND

Abandon Normal Devices (AND) is a commissioning agency and arts organisation known for creating radical, site-responsive projects at the intersection of art, technology and digital culture.

Working across the UK and internationally, AND commissions artists to explore the social, environmental and ethical implications of emerging technologies. Our portfolio includes large-scale outdoor artworks, exhibitions, research programmes, residencies, online projects and our flagship [AND Festival](#) — a nomadic event bringing cutting-edge digital experiences to diverse locations across the North.

Our work often takes place in unexpected settings, from post-industrial towns to natural landscapes, creating space for bold experimentation and critical reflection, making flexibility and travel an integral part of how we work. At our core, we champion interdisciplinary collaboration and are committed to inclusive, sustainable practices that challenge what is considered 'normal' in culture today.

We share a set of core values – collaboration, risk and care – that shape everything we do. Collaboration is at the heart of our work and underpins how we engage with artists, partners and audiences. We embrace risk as a way to spark new ideas and push creative boundaries. We care about the people we work with and the impact we have, aiming to create more equitable and sustainable ways of working

AND is an Arts Council England - National Portfolio Organisation. In addition to ACE's annual support we also receive some research support and income from touring activities. Our festival attracts other grants from ACE and partner organisations plus contributions from local authorities depending on where activity is taking place

\\ EQUALITY AND DIVERSITY

Abandon Normal Devices is committed to equality of opportunity for all. We believe that a diverse workforce can enable more innovative, creative and dynamic workplaces. We want to reflect the diversity of our audiences in our workforce; therefore, we actively seek and welcome applicants, including but not limited to; ethnically or culturally diverse backgrounds, diverse sexualities and genders, disabled and d/Deaf people, or those with unconventional career paths. We will be using positive action under the Equality Act 2010 to appoint, should candidates be equally qualified.

\\ ENVIRONMENT & SUSTAINABILITY

AND declares a Climate and Ecological Emergency and is making efforts as an organisation and as individuals to achieve Net Zero by 2025. We are actively working to imagine and model ways that we can encourage sustainable practices internally as well as with the creatives and individuals we work with nationally and internationally. We support and encourage our staff, artists, partners, volunteers and everyone we work with toward creating a green, sustainable future.

\\ JOB DESCRIPTION

Job Title: Programme Producer (Fixed Term Contract)

Salary: £33,000 per annum pro rata

Hours: Part-time 3 days per week (22.5 hrs per week)

Contract: PAYE Fixed Term Contract 18 months (start date subject to recruitment)

Location: Remote working with team contact days at in central Manchester and travel for programme related activity as required

Reports to: Executive Director

Responsible for: Freelance Producers, Operational staff and Creative Technicians

Working with: Chief Executive, Executive Director, Marketing and Comms Manager, Freelance Producers, Programme Partners, Venues, Artists and Volunteers.

Role summary:

The Programme Producer will play a key role in the development and delivery of AND's artistic programme, working closely with the Chief Executive and Executive Director. The role combines production expertise with curatorial insight, ensuring that AND's programmes are delivered to a high standard of artistic quality and operational efficiency. This role is suited to someone with experience managing complex projects and collaborating with artists, producers and partners across contemporary art, digital culture, and interdisciplinary practice.

The Programme Producer will sit within AND's Programming Team alongside the Chief Executive and Executive Director, collectively supporting the shaping of programming and curation, informed by AND's collaborative curatorial ethos and wider network of Creative Associates, wider AND team and freelance producers, contributing to the development of AND's year-round programme activity and future festival planning. The role will also play a central part in the delivery of the next AND Festival edition.

Key areas of responsibility:

Programme and production delivery (Primary Objective):

- Lead the planning and delivery of AND's artistic programme, including commissions, exhibitions, festival, artist development schemes and other public-facing projects
- Manage timelines, budgets and contracts for programme delivery, working closely with SMT and Finance
- Collaborate with artists, researchers and technologists to develop and realise new projects
- Coordinate external partners and delivery teams (e.g., freelance producers, venues, collaborators)

Curatorial development and artistic direction (shared with leadership roles):

- Contribute to early-stage development of AND's programme themes and strands
- Support the co-development of curatorial frameworks in collaboration with Chief Executive and Executive Director
- Input into the development of creative partnerships and funding proposals
- Member of the Senior Programming Team with Chief Executive and Executive Director

Programme communications and documentation:

- Work closely with the Marketing and Communications team to support the creation of content drawn from programme activity, including documentation, promotional assets, and artist-or audience-facing materials
- Ensure that programme delivery is effectively documented and communicated, collaborating with freelance photographers, videographers, and the wider team as needed
- Contribute to campaign planning and scheduling for key moments in the programme timeline to ensure communications align with delivery milestones

Evaluation, access and documentation:

- Support the documentation and evaluation of projects, ensuring accessibility and inclusion are embedded
- Collate programme reports and contribute to funder reporting as required
- Ensure effective internal communication and coordination between production, comms and development

Financial and administrative:

- Manage individual project budgets
- Ensure timely contracting, procurement and financial reconciliation for all programme components
- Work with the Chief Executive, Executive Director and Finance Manager to ensure accurate project specific forecasting

\\ PERSON SPECIFICATION

Essential

- Programme Production & Delivery: Demonstrable track record of managing cross-disciplinary Programmes at scale and delivering to a high-standard to deadlines and within budget. Including new artist commissions, events and artist development programmes from development through to delivery.
- Collaboration: Experience leading teams and collaborating with senior leadership to ensure successful programme delivery and alignment with organisational goals - working collaboratively with partners, co-commissioners and other stakeholders.
- Curatorial Development: Experience of contributing to the curation of innovative Programmes, supporting the selection of artists with an understanding of contemporary digital cultures. Experience of working closely with artists to support their development and creative vision.
- Communication: Excellent written and verbal communication skills with a strong attention to detail. Supporting the creation of engaging curatorial content and timely communications with partners, creative collaborators, AND team and wider stakeholders.
- Audience and Community Engagement: Experience developing projects that build meaningful engagement with audiences and communities. Understanding of how to shape cultural programmes

that are inclusive, accessible and responsive to place.

Desirable

- Experience of working with International partners and co-commissioners, including touring.
- Understanding of the digital art landscape across the UK — including key artists, institutions, and partners.
- Experience working in non-traditional, site-specific contexts and heritage sites
- Sustainability: An existing interest and knowledge in [sustainability relating to digital creative practices](#).