

## **JOB DESCRIPTION**

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<b>Job Title:</b>	Production Designer
<b>Responsible to:</b>	Producer, Director
<b>Responsible for:</b>	the visual concept of a short film or theatre production and working closely with the director and producer.
<b>Department:</b>	Production
<b>Contract:</b>	Freelance
<b>Salary:</b>	Dependant on age and experience.

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### **About Living The Dream**

Living the Dream engages and empowers young people, by presenting platforms to develop skills in: street dance, contemporary dance, break-dance, musical theatre, acting and singing. We also give talented members roles backstage like choreographers, script writers, photographers, cinematographers, sound engineers, production assistants, and designers. Living The Dream shows young people at their best, encourages members to start believing in themselves and demonstrates the positive contribution that young people can make to their communities.

### **Living The Dream's Vision:**

We are currently working towards the first dance app to be ever created on the Virgin Media's TiVo service. It will include videos of dance performances, interviews, classes and behind the scenes of top dance groups in the UK. We are determined to work with the best to deliver a range of impressive high quality footage showcasing the best of dance, engaging new audiences as well as creating exposure and promoting Living the Dream. We also want to provide opportunities for young people who show potential in their field (note you can be in full time education and apply). This will be a huge platform to showcase your work and skills, build your portfolio and get involved in other Living the Dream activities as the company grows, e.g. flash-mobs, professional company and talent agency etc.

### **MAIN PURPOSE OF POSITION**

The purpose of this position is to work closely with the Director and the Producer to discuss concepts and production requirements, clarify the brief, agreeing a suitable budget and timescale.

### **DUTIES & RESPONSIBILITIES**

**Typical work activities include:**

- Researching art history, background politics, historical information and production requirements;
- Planning and monitoring the design budget;
- Providing scale drawings or models for studio or theatre sets;
- sourcing appropriate materials and researching effects;
- presenting ideas to others involved in the production, such as actors and camera operators;
- researching, estimating and preparing a props list;
- briefing a team of special skills such as scenic artists, set construction and monitoring their work;
- liaising with the costume designer and the director of photography, as well as lighting and sound directors;
- attending progress meetings, rehearsals and filming to advise on visual presentation

**Additional work activities may include:**

- hiring and managing an art department team or teams (depending on the size of the production);
- identifying and assessing potential studios and locations.

**General**

- To be committed to putting excellence in the heart of everything we do
- To promote and comply with current legislation and Living The Dream's policies on Equality, diversity and Health & Safety both in the delivery of services and the treatment of others.
- To be responsible for identifying and undertaking training and personal developments to meet business needs.
- To undertake any reasonable duties, suitable to the level of the post so as to ensure the smooth running of the Production and Post Production department at Living The Dream.

**PERSON SPECIFICATION**

**Essential**

- A keen eye for detail, accuracy and analytical skills;
- Flair for generating creative ideas and the ability to present them to others;
- A good working knowledge of the visual arts and production processes;
- Enthusiasm;
- Self-discipline
- The ability to work with others, at all levels, as part of a team;
- The ability to manage a design project from start to finish, to tight deadlines;
- Organisation skills and self/time management skills;
- To be resourceful and adaptable, and the ability to solve practical and conceptual problems
- The ability to appoint and supervise a design team or art department.

**Desirable**

- A degree in theatre/performance design or related, although not essential
- A passionate interest for working in a media firm
- An engagement with the industry from submitting work to productions and competitions.

Please send a CV detailing your skills, experience and interests, and a show reel or portfolio of your work with a covering letter outlining your suitability for this position and why you would like to join our Living the Dream media team to **Zoe Jackson** at **info@livingthedreamcompany.co.uk**.

**Find out more [www.livingthedreamcompany.co.uk](http://www.livingthedreamcompany.co.uk)**