

## LUCY GUERIN INC / SENIOR PRODUCER

**Applications close:** Tuesday 7 April 2026, 2pm (AEST)

For a confidential discussion about the role, or to ask any questions, please contact Brendan O’Connell, Interim Executive Producer & co-CEO via [brendan@lucyguerininc.com](mailto:brendan@lucyguerininc.com).

The Senior Producer plays an active and integral role in the success of Lucy Guerin Inc and its continuing leadership as an innovative, influential, and internationally recognised performing arts company.

The role provides a motivated, passionate, collaborative and dynamic professional with the opportunity to directly advocate for, and contribute to, the growth of contemporary dance in Melbourne, Australia, and beyond. The Senior Producer will collaborate with the Artistic Director and Executive Director (co-CEOs), Board of Directors, staff, artists, and dancers of the Company, and the broader local dance community, to achieve their shared artistic and creative goals.

The Senior Producer reports to the Executive Director & co-CEO, and works closely with the Artistic Director & co-CEO. This is a full-time role, based at WXYZ Studios in North Melbourne.

### Recruitment Timeline

First round interviews	Thursday 9 April & Friday 10 April, 12pm-5pm
Second round interviews	Wednesday 15 April, 9am-2pm
Proposed start date	Monday 15 June ( <i>flexible – open to discussing an earlier date</i> )

### Some of the reasons you’ll enjoy working at LGI:

- We pride ourselves on being a friendly, inclusive workplace.
- We’re a small but effective team, delivering a high volume of work with enthusiasm and a sense of humour.
- Professional development and growth are warmly encouraged and supported.
- We’re open to discussing flexible work options.
- We’re located close to lots of public transport options, and there are plenty of great cafes just a few minutes away.

### To apply for the role:

Please submit the following in one PDF document via email to [brendan@lucyguerininc.com](mailto:brendan@lucyguerininc.com) no later than 2pm on Tuesday 7 April 2026. Late applications will not be accepted.

1. A document (maximum 3 pages) introducing yourself and why you’re interested in joining LGI. Please outline how your skills and experience align with the Duties & Responsibilities of the role, and include an indication of your earliest availability to commence in the role.
2. Your CV, with contact details for three individuals who can provide verbal references about your experience (referees will only be contacted once you have been notified).

*We are committed to equity and inclusion, and welcome applications from diverse communities, including Aboriginal and Torres Strait Islander, cultural and regional communities, and people with disability. Please let us know if you would prefer to apply in a different format, or if there is any barrier for you in the job application process as stated.*

*To be eligible to apply for this role, applicants must have existing Australian work rights.*



## **ABOUT THE COMPANY**

Lucy Guerin Inc (LGI) is a contemporary dance company based at WXYZ Studios in North Melbourne. Across its 24-year history, the company has established itself as being at the forefront of contemporary dance practice through the creation of an acclaimed repertoire of works that regularly tour nationally and internationally.

Each year we present a range of new work and sector programs including world premieres, tours of works in repertoire, creative development projects, residencies, talks, and so much more. Studio programs include PIECES, Out of Bounds, First Nations Resident, and the Naarm/Solo Dance Exchange.

WXYZ Studios in North Melbourne is LGI's home base, and a thriving hub that supports the development of independent choreographers and dancers in Melbourne, and promotes dialogue and exchange with national and international artists.

## **ABOUT THE ROLE**

The Senior Producer plays an active and integral role in the success of Lucy Guerin Inc (LGI). The role provides a talented, passionate, creative, and dynamic arts professional with the opportunity to directly contribute to the growth of contemporary dance in Melbourne and beyond. The Senior Producer consults with the Artistic Director, Executive Director, dancers, and artists of the Company and the broader local dance community to achieve their creative goals.

The primary objectives of the role are driving the day-to-day producing of new LGI works (under the direction of the Executive Director), and planning and delivering a suite of sector-focused activities at WXYZ Studios (in consultation with the Artistic Director). These annual programs aim to support the development of new dance works by independent artists and to offer skills development and opportunities for dialogue and critical thinking – including PIECES, Out of Bounds, First Nations Resident, and the Naarm/Solo Dance Exchange.

LGI achieves huge things with a small core team, who work closely and collaboratively to ensure the continued success of the organisation. WXYZ Studios is a busy hub of activity, and this role is vital in delivering high quality projects that uphold LGI's reputation for excellence.

Attention to detail, proven planning skills, and ability to juggle multiple projects are all must-haves. You will often be the first point of contact for our stakeholders and the public, so being friendly and personable is essential.

As a representative of the Company, we need someone with a professional attitude, a working knowledge of the Australian contemporary performing arts industry, and a good sense of humour. As for us, you can expect great conversation about art and ideas, the opportunity to grow professionally and expand your networks, and a welcoming and flexible working environment.

The position reports directly to the Executive Director, while working closely alongside other members of the team (including the Artistic Director).

## **DUTIES AND RESPONSIBILITIES**

### Producing / Program Management

- Drive the day-to-day producing of company performances, programs and activities, under the direction of the Executive Director (ED)
- Devise and deliver a program of activities that support Melbourne's dance sector for WXYZ Studios (including residencies, workshops, classes, talks, etc) in consultation with the Artistic Director (AD) and ED
- Coordinate selection of dance teachers and artists for professional classes in collaboration with the Studio Coordinator
- Coordinate secondment, workshop, and residency submission processes and participant engagement
- Negotiate and draft relevant contracts, in consultation with the ED
- Prepare and monitor relevant project and program budgets, in consultation with the ED

#### Venue Management / Operations

- Support the coordination of studio hires at WXYZ Studios, including evening and weekend bookings in consultation with the Studio Coordinator
- Liaise as required with potential hirers of WXYZ Studios by phone, email, and in person

#### Strategy / Advocacy

- Support the AD and ED in the development of partnerships and networks that support LGI's strategic goals
- Drive and support company initiatives promoting diversity, equity, inclusion and belonging at LGI (e.g. Disability Action Plan and associated policies)
- Represent, and advocate for, the company and Melbourne's independent dance sector at industry events, roundtables, etc as required
- Keep abreast of performances and showings in the local dance community

#### General

- Participate in planning via Company meetings and strategic planning reviews

#### **CONDITIONS**

- This is a full-time role, based at WXYZ Studios in North Melbourne. Occasional work out of hours will be required, sometimes off-site, with time-off-in-lieu (TOIL) provisions in place.
- Salary is \$85,000 per annum (plus superannuation), with scope for annual or biennial increases related to performance development and CPI.
- Four weeks' annual leave, plus paid time off between Christmas and New Year during office closure.