

# Job Advert

## Training and Development Producer

china  
plate

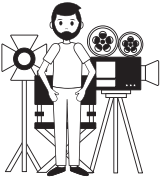
China Plate is...:



An Arts Charity



Producing studio



We help people to make their creative projects happen



Would you like to work for us as a ?

**Training and Development Producer**



The **Training and Development Producer will** look after people.

They will develop relationships with our staff and the people we work with.



The **Training and Development Producer** will develop new creative ideas.



The **Training and Development Producer** will run our producing training programme - 'The Optimists'

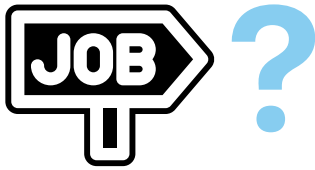


The **Training and Development Producer** will make links with people and organisations in Birmingham and in other places.

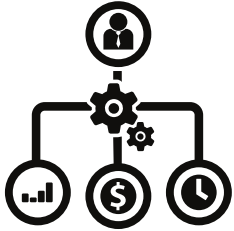
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## Training and Development Producer



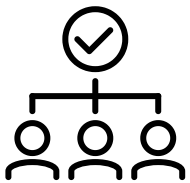
The Training and Development Producer will do these tasks every day...



You will plan projects.



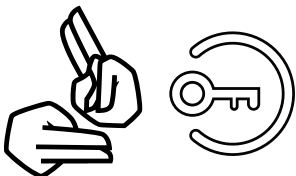
You will plan and manage budgets.



You will manage freelance workers.



You will make bookings and you will buy things or pay for things.



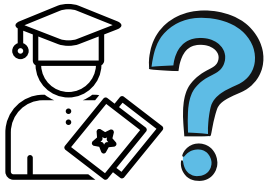
You will organise any support that people need to help them access information.



You will communicate with lots of different people.

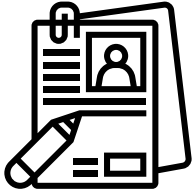
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## Training and Development Producer



This job is good for someone who has worked in arts or theatre production.

It is also good for someone who has experience of training and developing people.



Before you apply, please read our **recruitment pack**. **This will give you more information on the skills you need for this job**



You can download it at [www.chinaplatetheatre.com](http://www.chinaplatetheatre.com)



Let us know if you need the pack in a different way. Email our Executive Director at **[chloe@chinaplatetheatre.com](mailto:chloe@chinaplatetheatre.com)**



The **deadline for applications is 2pm Friday 23rd September**



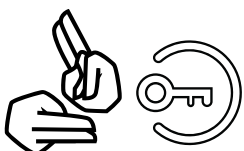
Anyone can apply. We really want to hear from people of colour and anyone who is d/Deaf or disabled.

We are a disability positive employer. We will definitely give you an interview if:

- You have the right skills for the job
- AND**
- You have a disability

Please let us know when you apply

We will ask you what you need to make sure you can access the interview.



You can talk about this or ask any questions to [chloe@chinaplatetheatre.com](mailto:chloe@chinaplatetheatre.com).

