

# Job Title: Producer, Artistic Planning & Production, National Orchestra of Wales

## Package Description

- Vacancy Ref. 22303
- Band: D
- Contract type: Permanent and Continuing
- Location: BBC Hoddinott Hall, which is part of the Wales Millennium Centre in Cardiff Bay.
- Salary: £50,000 - £60,000 depending on relevant skills, knowledge and experience. The expected salary range for this role reflects internal benchmarking and external market insights.
- BBC NOW delivers work in venues all over Wales. Whilst supporting the orchestra's and chorus' work we don't often work standard office hours, a level of flexibility will be required including weekend working.

**Please Note: Interviews are likely to be held online 15th May 2025 with successful candidates being invited to attend second round interviews on 22nd May 2025 in Cardiff.**

For this role / Ar gyfer y swydd yma:

Welsh language skills are not necessary / Nid yw sgiliau yn yr iaith Gymraeg yn angenrheidiol  
Applications may be submitted in Welsh, and an application submitted in Welsh will not be treated less favourably than an application submitted in English. / Mae modd cyflwyno ceisiadau yn Gymraeg, ac ni fyddais a gyflwynir yn Gymraeg yn cael ei drin yn llai ffafriol na chais a gyflwynir yn Saesneg.

## Job Introduction

The BBC National Orchestra and Chorus of Wales occupies a special role as both a BBC broadcast orchestra and the national symphony orchestra of Wales. The Orchestra is generously supported by the Arts Council of Wales and is proud to work with an outstanding group of conductors.

As one of the six BBC Orchestras and Choirs, the Orchestra has a busy schedule of recordings, broadcasts and concerts for BBC Radio 3, BBC Radio Wales, BBC Radio Cymru, BBC Films and BBC television.

Learning is also at the heart of our work, developing innovative projects to increase accessibility to classical music and engaging with communities across Wales.

This role is a senior management position, reporting to the Director, and is accountable for leading a team that delivers outstanding artistic creative planning and production for the BBC National Orchestra and Chorus of Wales. You will lead the design and implementation of the businesses artistic programme and will be responsible for attracting visiting conductors and soloists, together with the management of budgets and the artistic administration team.

This role works closely with the rest of the Orchestra's management and musicians to drive the artistic ambition and production values of BBC NOW; growing and embedding the orchestra's high calibre performances across Wales and beyond. This work is essential in supporting BBC NOW's ambition to deepen the connection with, and relevance for, its audiences; both as a unique cultural asset for Wales and as a key provider of outstanding BBC content, primarily on BBC Radio 3.

Creative and innovative flair; strong production values, exceptional understanding of symphonic repertoire; a deep desire to serve the needs of our audiences; the pursuit of the highest artistic standards; experience of the fullest range of activities that a symphony orchestra can deliver and endless ideas for making classical music accessible to all people, will all be very evident in the successful candidate.

## Main Responsibilities

We want to continue to attract world-class talent to work with BBC NOW continually seeking to improve artistic activity and diversity of programme and thought. You will work closely with the Director to implement BBC NOW's artistic policy, process and programme, shaping an outstanding, distinctive and appropriate artistic vision for the business.

You will develop and maintain outstanding relationships with a range of partners including Radio 3 & other BBC departments, venues, agents, promoters, festivals, recording and production companies. You will also produce (or work towards producing) a proportion of the portfolio in consultation with the Producer.

Originating and developing new orchestral content appropriate across live, broadcast and digital platforms you will aim to engage as broad a range of audience as possible, drawing on the full abilities of BBC NOW and ensuring musicians are contracted within the BBC/MU Orchestra Agreement.

As a line manager you will ensure you are developing the production teams and providing appropriate guidance and support to direct their work. You will work with the learning team & chorus to programme their activity and along with the Director, you will monitor the quality of all Orchestra and Chorus output and take action to maintain and where appropriate, improve standards.

Work alongside the Artists & Projects Manager you will finalise artists and repertoire and advise and direct where necessary on fee offer negotiations and artistic contracts.

Updating OPAS and budgets accordingly you will liaise with other teams to ensure timely and accurate provision of programme and financial information.

As an active member of the Senior Management Team, you will help to prepare and regularly monitor annual budgets for all activity, taking particular responsibility for artistic programmes to ensure inclusion of full artistic, orchestral and broadcast details. You will also work with the SMT to build artistic and audience development strategies and deliver a sustainable business plan ensuring the integration of artistic, operational, audience and financial objectives. You will also attend regular internal meetings including Orchestra player committee; management team; Principals; staff; schedule meetings plus any other relevant wider BBC/Radio 3 meetings. You will also produce quotes for external orchestra engagements and liaise with Marketing & Audiences Team e.g. season brochure and overall promotional materials.

You will act as the Chair Conductor Search Committee / Artistic Forum as well as any Duty Manager activity such as managing artists & relationship with promoter. On occasions you will also be asked to deputise for the BBC NOW Director.

You will also be a role model and impressive ambassador for the BBC National Orchestra and Chorus of Wales, showing outstanding team leadership even under testing performance conditions both internally and externally.

## Are you the right candidate?

- An exceptional knowledge of the orchestral repertoire and programming – probably most appropriately as represented in a university degree or equivalent qualification.
- Significant experience in a similar artistic role.
- Comprehensive knowledge of Radio 3 output and its competitors.
- Classical Music and/or Radio production experience to the highest levels.
- Detailed and up to date knowledge of the classical music sector internationally – fully aware of the skills, abilities and reputations and conductors, soloists and a broad range of artists.
- Excellent communications skills, both written and verbal.
- Ability to read music/scores and have experience of working with classical musicians, understanding their needs and the environment in which they are employed within the UK.
- Outstanding administrative & IT skills, an eye for detail and the ability to keep accurate records and forward plans with pin-point accuracy.
- Strong negotiation skills, ability to get what you want out of a negotiation whilst also keeping the other party engaged and happy with their part in the deal.
- The ability to build, maintain and on occasion lead a team to ensure effective working relationships with a range of people. Work both co-operatively and under your own initiative to deliver organisation-wide activity, drawing on the skills and knowledge of others as appropriate.
- The desire to gain a thorough knowledge of BBC editorial guidelines and other compliance policies.
- A rudimentary understanding of Musicians Union guidelines for employing musicians is desirable.

- Ability to manage in all directions and to gather colleagues of differing opinion together to deliver the aims and vision of BBC NOW. The ability to influence, persuade and encourage others, nurturing them to fully deliver their potential on behalf of the organisation.
- Understanding of OPAS software is a bonus.
- Understanding of current educational and community agendas.
- The ability to represent BBC NOW and attend events across Wales and beyond.

## About the BBC

The BBC is committed to redeploying employees seeking suitable alternative employment within the BBC for different reasons and they will be given priority consideration ahead of other applicants. Priority consideration means for those employees seeking redeployment their application will be considered alongside anyone else at risk of redundancy, prior to any individuals being considered who are not at risk.

We don't focus simply on what we do – we also care how we do it. Our values and the way we behave are important to us. [Please make sure you've read about our values and behaviours here.](#)

Diversity matters at the BBC. We have a working environment where we value and respect every individual's unique contribution, enabling all of our employees to thrive and achieve their full potential.

We want to attract the broadest range of talented people to be part of the BBC – whether that's to contribute to our programming or our wide range of non-production roles. The more diverse our workforce, the better able we are to respond to and reflect our audiences in all their diversity.

We are committed to equality of opportunity and welcome applications from individuals, regardless of age, gender, ethnicity, disability, sexual orientation, gender identity, socio-economic background, religion and/or belief. We will consider flexible working requests for all roles, unless operational requirements prevent otherwise.

[To find out more about Diversity and Inclusion at the BBC, please click here.](#)

**Please note: If you were to be offered this role, the BBC will conduct Employment screening checks which include Reference checks; Eligibility to work checks; and if applicable to the role, Safeguarding and Adverse media/Social media checks. Any offer made is conditional on these checks being satisfactory**