



## Call Out: Event Producer for Brights Nights in Gloucester

Bright Nights is looking for a dynamic event producer to plan and deliver two events as part of the Bright Nights Programme. The venue, dates and content are confirmed so the producer will be required to put together event management plans and risk assessments ensuring that the projects are delivered successfully and attention to detail is given to keep within the budgets set.

This role will report to the **Festivals & Events team, Gloucester City Council**

### Event1: Twist & Shine

Twist and Shine is a beautiful landscape of interactive light sculptures. They are made of interconnected prisms that can be twisted into thousands of different shapes.

**Event Dates:** Thursday 13<sup>th</sup> – Wednesday 19<sup>th</sup> February 2025

#### Job description:

#### Pre-planning

- Design and planning the event space.
- Booking infrastructure and curating production schedules.
- Curating a daily event schedule for live days.
- Preparing an event management plan & risk assessment.
- Regular check in with GCC Festivals & events team.
- Identifying requirements for additional contractors such as Security & Stewards. (Any contracting or recruitment will be done by GCC).

#### Live event

- Briefing event staff on live days.
- Performing safety checks across the site
- Overseeing the live events ensuring the event runs smoothly



#### No. of days and fee

- 4 days pre-planning
- 1 day set up
- 6 live days
- 1 day pack down
- 12 days total / £300 per day  
£3600 total



## Event 2: Fireside, Redwell Centre Matson

This is an outdoor show that combines circus, dance, theatre, and live music. The event will start in the daytime with participatory free acrobat and circus workshops and then move into a night-time phase with Fire Globes and fire performers preshow.

**Date:** April 2025 (TBC)

### Job description:

#### Pre-planning

- Design and planning the event space.
- Booking infrastructure and curating production schedules.
- Curating a daily event schedule for live days.
- Preparing an event management plan & risk assessment.
- Regular check in with GCC Festivals & events team.
- Identifying requirements for additional contractors such as Security & Stewards. (Any contracting or recruitment will be done by GCC).

#### Live event

- Briefing event staff on live days
- Performing safety checks across the site
- Overseeing the live events ensuring the event runs smoothly

#### No. of days and fee

- 3 days pre-planning
- 1 day set up
- 1 live day
- 1 day pack down
- 6 days total / £300 per day  
£1,800 total



**How to Apply:** If you would like to apply for this role please send a covering letter & CV to [brightnights@gloucester.gov.uk](mailto:brightnights@gloucester.gov.uk) by 8<sup>th</sup> January 2025.

