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# Example of Head Production Job Description

Our company is growing rapidly and is looking to fill the role of head production. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for head production

* Playing an active role in Carnival’s Management Team and the formation and execution of the company’s operating/business plans
* Develop ideas from inception to execution, and make intelligent decisions that drive Brand, Audience, and Revenue
* To work closely with our music and talent team – helping progress our vision for this area of the business, building relationships with artists, management and labels
* To liaise and work closely with the whole CC&P senior management team to contribute to its wider strategic decision-making
* To be a creative thinker – developing new formats to build on the framework already in place
* Produce and direct talent, both presenters and artist
* Oversee daily/weekly shoots
* Ensure that all projects are delivered on time and within budget – and to the standard that is required
* To find talented editors, camera operators, DOP’s to work on in house programming on a freelance basis
* Set up and follow up of seasonal critical path and key business meetings

## Qualifications for head production

* Able to deliver quality work under pressure and to tight deadlines
* 10+ years experience managing insurance and risk in Studio environment is required
* Experience managing general corporate insurance in multi-national company
* Must be self-motivated starter that operates independently
* Implement an efficient and accessible online process for The Space’s commissioning rounds, enabling individuals and organisations in the arts and cultural sector to submit responses to creative briefs and for these to be robustly assessed and responded to by our creative development team
* AV manufacturer training (Crestron, Cisco Telepresence/Video, Extron)