

# JUICEBOX LIVE

Over the past 15 years Juicebox Live has grown to become a leading name in the grass-roots live music industry with a deserved reputation for supporting new music and worked with acts that have gone on to sell out arenas and perform on main stages at major UK and European festivals. We book and promote around 200 gigs per year and we programme 3 venues The Horn (St Albans), Hertford Corn Exchange and The Half Moon (Bishop's Stortford), as well as booking shows across the South East, East Midlands and East Anglia. We work closely with Independent Venue Week and Music Venue Trust. Juicebox Live have been awarded Best Independent Promoter in the UK at the Live UK Music Awards on multiple occasions.

We are constantly expanding, and this role is all about driving the company forward. We are looking for a creative and motivated individual with a demonstrable passion for music. You will be forward-thinking and able to work autonomously as well as part of a team in a fast-paced environment.

## **The role**

This is an entry level position for someone wanting to book and promote live music shows at a grass-roots level. You will work alongside our head promoter and receive training of how to book acts for shows, how to discover new talent and how to promote the show using social media, press, street teams as well as freedom to use your own initiative to make the show a success.

## **Accountabilities**

You will work alongside the Head Promoter and other members of the Juicebox Live team to ensure that all events are booked and promoted to their maximum. Full event advancing is sent to all relevant parties and keep venue manager, production team, event team and line manager updated with any developments.

## **Responsibilities**

- Spend 1-day training per week at venue office
- Work at least 1 show per week night manager/box office
- Source active bands from local region
- Speak to suited local bands about performing on shows and confirm bands that date/venue are mutually agreed
- Create Ticket links for shows booked
- Create Facebook Event and ensure that event is listed on venue website and other listings sites
- Attend events and ensure that the highest level of customer experience is achieved
- Active use of social media, reflecting all facets of the venue, working to targets in terms of posts and interaction
- Create promotions and marketing plans where needed and ensure they are implemented in good time
- Work to targets for events and track overall sales
- Ensure brand guidelines are adhered to at all times in marketing collateral
- This is not an exhaustive list and you will be expected to perform any reasonable tasks outlined by your line manager and venue management team.

At Juicebox Live we strive to ensure that employee flexibility works both ways which relies on mutual trust. Juicebox Live is a committed Equal Opportunities employer promoting equality of

opportunity. This means that everyone who either applies to or works for the organisation is treated equally, and we welcome applications from candidates no matter their gender, age, ethnic origin, nationality, marital status, disability, sexual orientation or religious beliefs.

### **How to apply**

If you would like to be part of our exciting team and feel that you meet the above requirements, please send your CV, Covering Letter and salary expectations to [training@juiceboxindie.com](mailto:training@juiceboxindie.com)

Please note that due to the number of applications we receive Juicebox Live may not be able to reply to every application