

Breakthrough 2026 Role Description

[ThirdSpace Theatre] - [Assistant to The Producer and Comms] - [Central Brighton]

Employer name	Thirdspace Theatre		
Employer Website	thirdspacetheatre.co.uk		
Employer main contact	Tanushka Marah		
Employer email	tanushka@thirdspacetheatre.co.uk		
Start Date	28 th September 2026	Hours Per Week	25
Working week	<i>Mondays to Wednesday day times and some evenings and weekends</i>	Hourly Wage	£12.71

Job Title	Assistant to the Producer and Communications.
Company Overview	
Who we are: ThirdSpace is an award-winning theatre company that creates ambitious, intellectually, emotionally and politically challenging theatre with and for young people. We believe that creativity is not imposed from above but grows from within, and that the most powerful work is made when people's voices lead the creative process. Our mission is to open the doors of culture to every child and young person, regardless of identity, income or circumstance. Through co-creation, we work alongside young people, artists and communities to make theatre that responds to the social change they want to see in their world. We create work rooted in social justice, celebrating the power of young voices and challenging audiences to think differently about the world around them.	

We tell stories that challenge the boundaries of race, class and gender, creating work that is inclusive, collaborative and unapologetically ambitious.

Alongside our productions, we deliver workshops and participation programmes and community projects that build long-term relationships with young people, supporting them to realise their personal and creative aspirations. We believe theatre is a catalyst for connection, empathy and social change, and we strive to create spaces of radical openness where everyone can learn, contribute and belong.

As a small, ambitious company, everyone plays a vital role.

Role Description

As Communications Assistant and Assistant to the Producer, you'll work closely with the Producer Dave Barnstorm and Artistic Director, Tanushka Marah to help keep projects running smoothly, while sharing the story of our work with audiences and partners.

The equivalent of one day per week will be for communications only and the rest will be different roles as assistant to the Producer.

You will be supported and always work with a fun and dynamic team.

You'll gain valuable experience across many aspects of running a theatre company.

Communications & Marketing

- Capture photos and videos during rehearsals, workshops, and performances.
- Create content for social media platforms.
- Help plan and schedule marketing campaigns.
- Update the ThirdSpace website.
- Implement changes to social media strategy and communications strategy according to research.
- Design simple promotional materials using Canva.
- Monitor social media engagement and help grow our online audiences.
- Support publicity activity to generate further interest in our clubs and performances.

Assistant to the Producer

- Provide administrative support for productions and projects.
- Help coordinate meetings, rehearsals and events.
- Communicate with artists and freelancers.
- Assist with audience engagement activities and workshops.
- Support fundraising events and project delivery.
- Help on Show days with preparations.

The role will be mostly based at our office in Central Brighton, 20-22 Gloucester Place, Brighton, BN1 4AA. There will be some work attending our clubs and events across Brighton and Hove, if public transport is required to get to these locations, the cost will be covered by the company.

We would invite those interested in the role to come and see our [upcoming production](#) on 11th July at The Old Market. If you would like to attend this show for free, please email Dave on dave@thirdspacetheatre.co.uk

Skills and development

Candidates should be working towards:

Being a confident communicator, both written and verbal.

Being organised and able to manage a variety of tasks.

Being friendly, reliable, and happy to work as part of a small team.

Becoming comfortable using social media.

An interest in developing skills in producing, marketing, and arts administration.

Gaining experience creating content for Instagram, Facebook, TikTok, or LinkedIn.

Learning basic design skills using Canva

Practising photography or video editing skills

Desirable (but not essential)

Experience volunteering or working on arts or community projects.

A full driving licence. Knowledge of theatre performance Interest in scripts and literature
Personal Qualities
Interested in developing skills in producing, marketing and arts administration. An eye for visuals / aesthetics / how things can look their best. Curious and interested to learn. Self motivated and organised. A sense of humour. A passion for social justice, inclusion, and equality.
Future Prospects
During the course of the placement, you will meet and network with other creative organisations which might present future opportunities. We will also provide a work-placed mentor who can offer career advice and guidance, helping you to develop your CV and offer support with job applications and interviews.
Interview Date(s):
September 3rd and 4th