

Personal statement

A results-driven Producer and General Manager working across culture and live performance, with experience delivering high-profile projects across three continents. Skilled in turning creative strategy into scalable plans, building cross-cultural collaborations, and leading teams to deliver work that resonates with diverse audiences. Holds an MA in Creative Producing and combines artistic insight with operational precision to deliver projects of impact and reach.

Skills

- **Project & Programme Management**
 - Budgeting, scheduling, contract negotiation, stakeholder management, workflow design
- **Cultural Programming**
 - Narrative development, cross-genre programming, intercultural collaboration, equity-focused initiatives
- **Team Leadership & People Management**
 - Recruitment, team-building, trust-building across global partners conflict resolution, pastoral care
- **Communication & Relationship Building**
 - Written/verbal communication, workshop facilitation, structured communication and networking
- **Financial Management**
 - Budget management, financial settlements, tracking sales & performance
- **Data-informed Decision Making**
 - Using insights and analytics to track performance, report impact and adapt strategies. Budget management, financial settlements, tracking sales & performance.

Relevant Career History

PROJECT ASSOCIATE (HOSPITALITY & CULTURE)| GERARD NOLAN & PARTNERS | LONDON | JANUARY 2026-PRESENT (INTERIM)

Providing specialist sector intelligence for high-value asset management and international investment negotiations.

- **Strategic Advisory:** Leveraging arts and venue-management expertise to support the valuation and positioning of a landmark hotel asset
- **Market Intelligence:** Provided critical analysis on the impact of the theatre developments in the Olympia district on local hotel demand and ticket pricing models for international investors.
- **Section 106 & Planning:** Advised on a theatre-linked hotel development, identifying alternative buyers and evaluating business plans to ensure planning compliance and project viability.

CULTURAL STRATEGY ADVISOR | WESTMINSTER CITY COUNCIL | LONDON | SEPTEMBER 2025 - DECEMBER 2025 (CONSULTANCY)

Undertook a pro bono consultancy to support the evaluation of Westminster's inaugural Cultural Strategy and contribute to the development of its successor. Embedded within the Culture team, the role focused on **assessing policy effectiveness**, widening access to culture, and strengthening the council's approach to community-led cultural provision.

- **Designed and led inclusive** stakeholder feedback sessions to inform the development of Westminster's second Cultural Strategy, ensuring balanced input from residents, young people and cultural partners.
- **Facilitated** structured consultation activities, combining workshops and qualitative research to surface community priorities and lived experience
- **Shaped qualitative insight** into clear, actionable recommendations to support policy development and internal decision making.

ASSOCIATE PRODUCER | QUEENSLAND PERFORMING ARTS CENTRE (QPAC) | QUEENSLAND, AUSTRALIA | FEBRUARY 2025- AUGUST 2025 (CONTRACT)

Working in one of Australia's leading Arts organisations; enabling successful delivery of a diverse range of performances across multiple art forms. In a fast-paced environment, I coordinated production logistics, secured talent, and ensured smooth execution of events. My role bridged **artistic vision** and **operational efficiency**, contributing to dynamic programming that resonated with audiences.

- Overseeing **budgeting** and **business cases**, ensuring alignment with **artistic** and **technical standards**.
- Produced the state-wide broadcast of Ballet Preljocaj's Swan Lake, **surpassing audience and engagement targets** and delivering under budget – **a model for scalable, cross-market cultural storytelling**. Coordinated the transfer of the live production from the south of France to Brisbane, **managing logistics, dignitary coordination, and artist lead ancillary events**.
- Supported the producers on **culturally defining** First Nations opera which will inaugurate the state's new theatre in collaboration with Australia's leading Opera Company, Opera Australia and the state's prolific **orchestra**, Queensland Symphony Orchestra. Praised for care in maintaining **cultural integrity**, and **project leadership**.

CULTURAL & PROFESSIONAL DEVELOPMENT | ASIA & AUSTRALIA | DECEMBER 2023-FEBRUARY 2025

Planned solo travel across eight countries while exploring sustainability and **audience engagement** in new contexts.

- Strengthened **intercultural communication**, adaptability, and on-the-ground leadership skills.
- Worked in a high-performance, target-driven solar sales role, building confidence in data-led storytelling and customer insight.
- Returned to the arts with broadened global perspective and renewed clarity of purpose.

PRODUCER | RACHAEL NOLAN PRODUCTIONS | LONDON | OCTOBER 2021 – DECEMBER 2023

Founded and produced projects under Rachael Nolan Productions, creating participatory, music-infused storytelling that connected local voices with wider audiences. Delivered original productions while providing general management and producing support for other companies on short-term contracts.

- Producer of *Fiesta* (Queens Theatre Hornchurch, Oct 2023), a community-devised verbatim piece exploring cultural identity and legacy.
- Developed storytelling frameworks, building narratives from community workshops.
- Oversaw comprehensive budgets and contracts, exceeding participation and financial goals.
- Delivered *The Jazz Section* (Union Theatre), an actor-muso musical rooted in cultural history.
- Built marketing and audience development tools that improved reach and recoupment.
- Managed budgets, contracts, investor relations, for West End commercial producers with high-profile productions.

PRODUCTION CO-ORDINATOR | ROYO ENTERTAINMENT | UK & CANADA | MARCH 2022 – JANUARY 2023

Working in co-ordination with the General Manager on the company's stage productions Including: Oti Mabuse – I Am Here | Johannes Radebe – Freedom | Fisherman's Friends The Musical UK Tour and Canadian Transfer to Royal Alexandra Toronto.

- **Managed financial processes**, including payroll, **music royalty payments**, and settlements.
- **Coordinated logistics and staffing**, overseeing travel, contracts, and company engagement.
- **Led communications and events**, including photoshoots, press, and production liaison.
- **Supported high-level operations**, assisting with budgets, HR and legal matters, and international transfers

PRODUCTION CO-ORDINATOR | THE PAULINE QUIRKE ACADEMY + PQA VENUES | UK | NOVEMBER 2019 – SEPTEMBER 2021

Managed the day to day running and line management of half of the production department, programmed and managed the company's Edinburgh Fringe Venue, **negotiating, drafting and executing contracts**, line produced the West End Performances for over 200 academics.

- Oversaw the recruitment & application process for Edinburgh fringe venue staff. Alongside staffing and managing freelance staff for West End performances.
- Devised, wrote and communicated policies.
- Programmed over 70 production slots 5 months before the festival's commencement.
- Developed and produced a program of online masterclasses teaching students a variety of theatre related skills and tasks.
- Streamlined application, marketing and communication processes utilising workflow and tech solutions.

ASSISTANT PRODUCER | THE ROYAL OPERA HOUSE | LONDON | MAY 2019 - NOVEMBER 2019

Coordinated the administrative support required to effectively produce mainstage titles, co-productions and co-commissions, continually aimed to strengthen the producing process. Consistently good feedback from senior directors.

- Managed and updated all relevant production documentation on revivals, new productions, co-productions and commissions keeping to strict timelines and deadlines. Collaborated with department directors to ensure negotiated variations were detailed.
- Developed and maintained relationships with creative team members and their agents; alongside UK and International arts organisations. Acting as a point of contact for internal and external colleagues
- Provided executive-level administrative support to the Directors, including extensive and complex diary management; coordinating meetings; handling all administrative matters, and managing correspondence with internal and external contacts.
- Oversaw visiting production of Welsh National Opera's *War and Peace* to the main stage.
- Arranged access performances.

EXECUTIVE ASSISTANT TO EXECUTIVE PRODUCER | ATG PRODUCTIONS | LONDON | OCTOBER 2017 – MAY 2019

Supported senior management in the delivery of High Profile West End Productions.

- Managed the department's producing slate of over 50 productions, monitoring timelines, schedules and casting
- Assisted the producers in maintaining and nurturing relationships with key creatives and contacts
- Managed the Executive Producer's diary, complex travel arrangements, inbox, and tasks.
- Collated and recorded script submissions, and monitored the progress.

Continuous Professional Development

Certification in Carbon Literacy | Carbon Literacy Project | June 2024

Recognised by the UN as one of 100 Transformative Action Programs. Training included climate science and strategies for sustainable, equitable cultural programming.

MA in Creative Producing | Mountview | September 2020 – September 2021

Advanced study in producing and cultural leadership, focused on sustainability, collaboration, and creative innovation.

- Appointed **General Manager** for Catalyst Festival, leading delivery of 22 hybrid productions with professional creative teams.
- Managed all contracting, budgeting, and compliance processes, achieving a 20% cost saving and aligning delivery with sustainability goals.
- Contributed to strategic leadership, organisational communication, and festival operations.

Producer Development and Mentoring Program, Masterclass | TRU New York | September 2021 – January 2021

- Learnt cultural, financial, fundraising and organisational differences between Broadway and West End

Private Pilot's License | American Aviation Academy | April 2016 – August 2016

Bachelor of Arts 2:1 | University of Hull | September 2011 – July 2014

A multidisciplinary degree spanning live performance, production, music, dramaturgy, and cultural studies — developing skills in storytelling, collaboration, and critical thinking.

Interests

Sustainability, Classical Singing, flying planes, travelling and learning new skills.