

Gemma Fletcher

Production / Site / Stage

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[LinkedIn link](#)

A uniquely experienced professional in delivering production & sites for music concerts / festivals, virtual conferences & corporate events. An ability to oversee assignments from concept to completion ensuring on-time, on-budget, and on-target showcases for fixed venue and touring campaigns. In depth knowledge of the on-site and live event logistics including green field events from concept to load out.

Higher National Diploma – Leadership & Management

C&IT Award Winner Consumer & Media Event Of The Year (Redken grand opening – Producer / Production Manager for Wolf & White

Current O2 visa

- Full supplier management including quoting process.
- Hire, train, and mentor casual and key event personnel.
- Schedule and logistics management
- Analyze occupational health and safety risks.
- Travel and hospitality coordination.
- PowerPoint, SketchUp, Canva
- Budget Development and Management
- Full Microsoft suite
- Confident in reading / implementing CAD plans / drawings or similar.
- Script Writing and Briefings
- UKGov Mental Health First Aid Cert. – currently studying.
- Orchestra logistics

SUMMARY

PRODUCTION MANAGER

Royal Melbourne Show
Paloma Faith
AIR Awards
Redken Symposium
Westfield Europe Launches

SITE

Royal Melbourne Show
Beyoncé (cover)
AIR Awards
Westfield Europe Launch La Defence

PRODUCTION COORDINATOR

BlackPink
Beyoncé

PROMOTER REP

B52s
Blondie
Cyndi Lauper
Garbage
Greg Proops
Incubus
Jason Alexander
Lorde
Meat Loaf
Rob Zombie
Ross Noble
Shawn Mendes
Simple Minds
The Pretenders
Tom Green
UB40

KEY EVENTS & CLIENTS IN DETAIL

- 2023 - Advance Production Co-Ordinator / PM Jason Danter Beyonce – Live Nation. USA and Europe Stadium tour. Including **SiteCo cover** for LA Stadium (showday) and Kansas City Stadium full residency.
- Sept 2022 – Dec 2022 - Production Coordinator / PM Michael Oberg BlackPink World Tour – AEG. USA and Europe Arena tour

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- 2022 – current - **Promoter Rep / Tour Manager**. TEG MJR promoter rep – The Shires, UB40. Tour Manager – Kenny Thomas, MF Robots. AEG promoter rep – Home Alone in Concert.
- May 2021 - Apr 2022 - **Executive Producer** confidential project development for private investors. Oversee full project development for online project focusing on community and event building. Including budgeting, marketing, staffing, social media campaigns, seed fund raising. Produce high profile virtual events with Ed O'Brien, Adrian Utley, Hannah Peel, Peanut (Kaiser Chiefs).
- Oct 2019 – Mar 2020 - **Production & Site Manager** Redken / L'Oreal through Wolf & White – Chicago & Miami events and launches. Full logistics and personnel management
- Jan – Oct 2019 - **Production Manager** / Westfield European Centre Launches concert series – . 10 concerts greenfield locations. Primary artist contact to advance all artist production, travel & media requirements and liaison with France, Poland, Czech production vendors. Artists – John Legend, Rita Ora, Clean Bandit, HyphenHyphen, Kendji Girac.
- Aug 2018 – Jan 2019 - **Production Manager** / Redken Symposium Grand Opening and BASH arena events; for Grand Opening high end hair fashion show and “Thank You” festival event. Co-ordinated communications between Creative Director, Support team, client and venue. Full budget management and health / safety logistic management. Artist and talent logistics. Advised on creative elements to achievable with in the budget and time frame. Managed on site team of over 100 personnel and artists. **3 C&IT AWARD WINNER CONSUMER & MEDIA EVENT OF THE YEAR / CONFERENCE OF THE YEAR / BEST BRAND AMPIFICATION
- 2018 – 2020 - **Production Manager** / Paloma Faith Summer Tour: for tour of venues consisting of forestry, racecourse, festival locations. Fully advanced logistics for set, audio, lighting, backline and travel. Managed crew of 11 with larger touring party of 31. Ensure safe working practices, budget control, logistics.
- 2014 – 2017 - **Production & Site Manager** / Royal Melbourne Show: for 11-day annual greenfield event; 30acre site with 1/4million visitors across 11 days. Secured and supervised 200+ staff and 120+ suppliers and entertainers. Presented new rostering system to simplify venue production. Identified under-utilized resources and reviewed uses and maximized potentials.
- 2012 – 2018 - **Promoter Representation and Stage Management** / Frontier/Live Nation/Independents for major concerts including Orchestred, Maroon 5, RnB Fridays featuring 10 high profile artists (Sean Paul, Kelly Rowland, Kelis) Lorde, Shawn Mendes, Blondie, Cyndi Lauper, The B52s, Simple Minds, The Pretenders, Killing Heidi, Garbage, Rob Zombie, and Incubus. Planned and implemented complete travel logistics and in situ issue resolutions.
- 2010 – 2018 - **Production & Site Manager** AIR Awards: for award show honoring record labels and artists. Liaised with producers to set budget, create venue and visuals, lead video content, handle logistics arrangements, and communicate with artists, speakers, performers, etc. Managed all on site logistics for load in, show implementation and load out.