



SPRINGHEAD  
CONSTELLATION

**TOUR AND  
PROJECTS MANAGER**



## About **Springhead Constellation**

Based in Springhead, Dorset, we combine intimate gatherings with international projects, creating a dynamic platform for innovation, creativity and reflection.

Springhead Constellation is a UK based not-for-profit cultural organisation that connects music, art, and ideas in transformative ways. With The Constellation Choir & Orchestra (CCO) as our flagship ensemble under the artistic direction of Sir John Eliot Gardiner, we celebrate the profound links between performance, history, philosophy, science, and nature.





# The Role

## TOUR & PROJECTS MANAGER

Springhead Constellation and the Constellation Choir & Orchestra are seeking a highly experienced Tour & Projects Manager to help support an increasingly active international touring and project schedule from Summer 2026 onwards.

The role combines remote planning work with periods of travel, rehearsals and meetings in London and internationally as required. The role encompasses a broad range of responsibilities, including coordinating travel, accommodation and concert logistics in close collaboration with the Stage Manager and wider management team. We are looking for someone highly organised, confident in managing orchestra and choral tours and comfortable in working within a small collaborative team environment.

The role arises initially in the context of maternity cover within the organisation, though as Springhead Constellation continues to grow, we anticipate that there may well be longer-term possibilities for the right person in one form or another.

We are therefore very open to hearing from a variety of experienced candidates with different backgrounds and availabilities.

*The role would ideally begin during July / August 2026.*

## Responsibilities

**We are looking for someone with substantial experience in:**

- International touring
- Complex travel and accommodation logistics
- Orchestra / choir touring environments
- Artist support and personnel coordination
- Production coordination
- Schedules and planning

**Experience within classical music and large ensemble touring is highly desirable.**

**The role may include:**

- International tour coordination
- Travel, accommodation and visa logistics
- Advancing with venues and promoters
- Production and stage coordination
- Artist and musician liaison
- Tour schedule creation
- Support during rehearsals and performances
- Coordination with management, production and artistic teams





# The Role

## PERSON SPECIFICATION

As we are currently in a period of organisational growth and development, we are particularly interested in people who are flexible, collaborative, solution-oriented and excited by helping shape evolving structures.

The precise shape of the role can partly be adapted depending on the experience and strengths of the candidate. We would encourage expressions of interest from both freelance professionals and those seeking a more ongoing role within an expanding organisation.

### Essential:

- Proven experience in orchestral touring, production or ensemble management
- Excellent organisational and communication skills
- Strong musical literacy
- Ability to work accurately under pressure
- Comfortable working independently and collaboratively
- High attention to detail
- Good IT and administrative skills
- Flexibility to travel when needed

### Desirable:

- Experience with large-scale international touring projects
- Familiarity with historically-informed performance practice
- Knowledge of early music repertoire
- Experience working with international ensembles



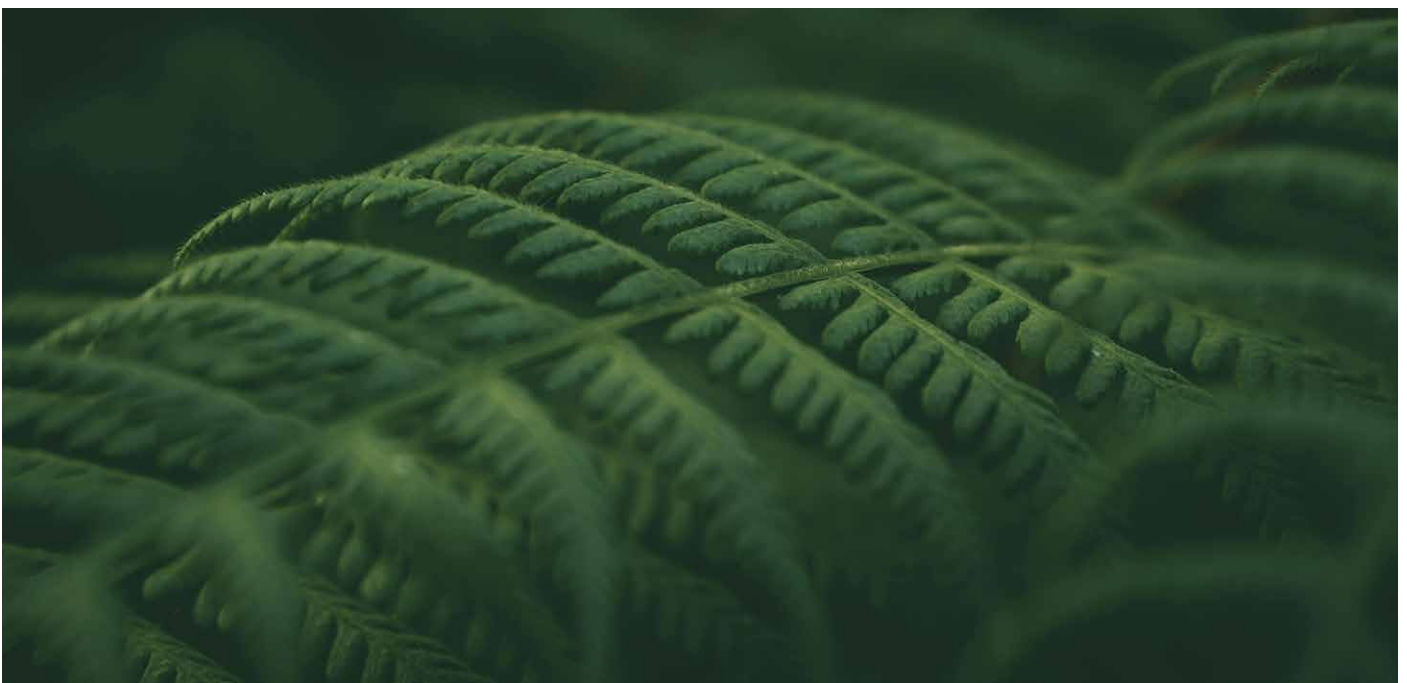


## Contract and Fees

The structure of the role is flexible and can be adapted depending on the experience, availability and preferences of the successful candidate.

We are open to discussing a project-based, fixed-term or longer-term collaborative arrangement.

Fees / salary will be discussed depending on scope, workload and structure.





## How to **Apply**

*Please send:*

- **A short CV**
- **A brief covering email**
- **Availability from summer 2026 onwards**
- **Two referrals (if available)**

*To:*

**Gwyneth Wentink**

CEO – Springhead Constellation

**[gwyneth@springheadconstellation.com](mailto:gwyneth@springheadconstellation.com)**

Subject line: Tour Manager – CCO

Applications will be considered  
on a rolling basis until the role is filled.

