



INTERNATIONAL COMPANY MANAGER JOB DESCRIPTION & PERSON SPECIFICATION

Please note: Although this is a Punchdrunk production, the successful candidate will be contracted directly by our Chinese producing partners.

Responsible to: General Manager & Vice General Manager (Shang Yan), Producer (Punchdrunk)

Key relationships: General Manager & Vice General Manager (Shang Yan), Producer (Punchdrunk), Local Company Manager & Assistant Company Manager, Resident Director & Rehearsal Directing Team, Performing Company, Stage Management Team, PGL General Management Team, and wider internal production teams.

Responsible for: Performing Company, with a particular emphasis on the international company

Contract Type: Fixed-term Contract Agreement, 18 months in length.

Hours of Work: Tuesday to Sunday

Location: Shenzhen, China.

Probationary Period: 3 Months

Salary: Competitive (£48,100 approx) per annum, depending on experience.

Deadline for applications: Friday, 25th September 2026, 6pm

How to apply: Complete the application form [here](#) including your CV and cover letter.

If you have any questions or are experiencing any difficulties with the application process, please contact workwithus@punchdrunk.com.

Due to the nature of this role evening and weekend work is required.

Applications will be reviewed and interviews will take place on a rolling basis. Shortlisted candidates will be notified in due course. If you are interested in this role, we encourage you to submit your application as early as possible. We reserve the right to close this vacancy as soon as we have received sufficient applications for the role.

About Punchdrunk

Founded in 2000 by Felix Barrett, Punchdrunk has pioneered a game-changing form of theatre which places the audience at the very heart of the action. Recently listed amongst the **50 most influential artists of the last 50 years** (Sky Arts, 2022) alongside Bowie, Sir Steve McQueen and Vivienne

Westwood, Punchdrunk disrupts the theatrical norm, creating worlds in which audiences can rediscover the childlike excitement of exploring the unknown.

Its iconic “mask” shows, which redefined the genre of immersive experiences, have been cited amongst the **40 creative moments that changed culture** (Creative Review), and have found phenomenal success across the globe, with record-breaking productions established in the US, UK, China and South Korea. *Sleep No More* in New York played to sell-out audiences for 14 years from 2011 until its final performance in 2025, and in Shanghai the show has been running since 2016 - becoming the longest-running immersive production in the city's history. In 2025, the internationally acclaimed experience also opened its newest edition in Seoul, South Korea.

The *Drowned Man: A Hollywood Fable* broke the National Theatre's box office records when it went on sale in 2013. Punchdrunk's 2022 London production, *The Burnt City*, became the company's longest-running show in its home city, coinciding with the opening of its first permanent venue at 1 Cartridge Place in Woolwich.

In 2024, *Viola's Room* debuted in Woolwich, marking a bold shift from Punchdrunk's signature mask performances. This intimate, barefoot sensory experience distilled two decades of the company's immersive expertise, using binaural sound to create a deeply personal journey. It transferred to The Shed, New York in Spring 2025.

In Autumn 2025, Punchdrunk launched a new live experience titled *Lander 23*, a live action video game-style immersive experience that merges the company's theatre practice with genuine game mechanics.

Alongside these landmark live theatrical experiences, Punchdrunk has taken its ground-breaking approach to cross-cultural collaborations in music, tech, fashion and TV: from projects with Rihanna to Jack White, Louis Vuitton to Alexander McQueen, and HBO to Brad Pitt's Plan B Studios – most recently with TV series *The Third Day*, starring Jude Law, Naomie Harris, Katherine Waterston, Emily Watson and Paddy Considine which included the Bafta-nominated live event: *The Third Day: Autumn*: a 12-hour live episode, filmed in one continuous take.

Punchdrunk's past theatrical works include: *The Drowned Man: A Hollywood Fable* (with the National Theatre), *The Crash of the Elysium* (Manchester International Festival), *The Duchess of Malfi* (with ENO), *Sleep No More* (with the American Repertory Theatre, Boston, Mass.), *It Felt Like A Kiss* (with Adam Curtis and Damon Albarn, Manchester International Festival), *Tunnel 228* (in collaboration with The Old Vic), *The Masque of the Red Death* (with Battersea Arts Centre), *Faust* (in collaboration with the National Theatre), and *The Burnt City*.

THE ROLE

We are looking for an experienced individual to join our team for the forthcoming new production of *Sleep No More* in Shenzhen as International Company Manager. This role focuses on supporting a cast of approximately 32 performers, with particular focus on the international artists (up to 16) primarily from the UK, USA, Australia and Europe, alongside 16 Chinese performers. The International Company Manager will be responsible for managing all aspects of the international company, overseeing their ongoing needs throughout the production and show running periods. In partnership with the local Company Management team members, the department as a whole is responsible for ensuring that the working environment is cohesive across both international and Chinese performers. This is a key company management role requiring excellent organisational skills, cultural awareness, and hands-on experience working with international performing arts professionals.

JOB DESCRIPTION

- Provide effective line management and ongoing pastoral care to the international company, championing welfare and supporting their professional development.
- Lead on performance management, discipline, motivation, and team dynamics within the international company.
- Work directly with the local Company Management team to ensure coherent systems are upheld across both the international and Chinese company members.
- Act as a bridge between the international company, the local Chinese producing team and Punchdrunk Global Ltd, ensuring clear and consistent communication.
- Coordinate the orientation of international cast members and visiting artists, introducing them to operational procedures and the performance venue.
- Handle any contractual matters that arise, in consultation with Punchdrunk Global Ltd and the China producing team.
- Ensure that all international performers' terms of employment are properly implemented in line with their contracts.
- Develop and uphold Company Policy, in order to maintain company discipline and a supportive working environment.
- Coordinate with the local Company Manager to manage payroll for the international company, monitor overtime, and administer timesheets.
- Collaborate with the local Company Manager and directing team to schedule all call times (rehearsals, performances, PR appearances, special events etc.) in line with contractual terms.
- Assist in compiling and distributing show reports following each performance.
- Attend all rehearsals, technical rehearsals, previews, press nights, and performances.
- In partnership with the local Company Manager and producing team, maintain a safe, clean, and efficient working environment for the company members.
- Implement or coordinate training and professional development as needed.
- Oversee the training and development of the Company Management team.
- Collaborate with PGL and other departments on insurance policy renewals for the company.
- Oversee the recruitment and management of the in-house physiotherapist.
- Support the Casting process, including eligibility checks for potential international candidates.
- Lead preparations for the arrival of any new international company members alongside local Company Management in Shenzhen, including:
 - Coordination of visas and residence permits
 - Airport transfers
 - Accommodation arrangements
 - Welcome packs
 - Local banking and mobile phone setup
 - Support medical and wellbeing needs, including scheduling regular physiotherapy

appointments.

- Ensure smooth day-to-day operations of the international company by liaising with all departments.
- Perform any other duties reasonably required to support the production.
- Undertake any other duties and training as may be reasonably required.

Please note that this Job Description is not exhaustive of all responsibilities and may be reviewed/updated as the role evolves.

PERSON SPECIFICATION:

ESSENTIAL EXPERIENCE, SKILLS AND ATTRIBUTES

- Significant experience in company management roles, ideally within large-scale or international productions
- Proven experience working with international artists and touring companies
- Excellent interpersonal and communication skills, with the ability to mediate across cultures and teams
- Strong organisational skills and the ability to manage multiple priorities under pressure

DESIRABLE EXPERIENCE AND SKILLS

- Experience living or working abroad, particularly in company management roles during production and show running periods
- Familiarity with physical theatre, immersive theatre, or dance productions
- Prior experience working in South China or in regions where English is not the primary language
- A genuine interest in Punchdrunk's creative work and ethos

EMPLOYMENT TERMS

Contract Length: 13 - 16 months

Based in Shenzhen, China.

Flights, airport transfers, appropriate assistance with Visas and contribution to local accommodation provided in Shenzhen

NOTES TO APPLICANTS

To apply, please complete the application form [here](#), providing your CV and a brief statement (maximum 2 A4 sides) describing your suitability for the position and *specifically* how your experience matches the person specification.

If you are called for an Interview you will be required to sign a Punchdrunk Non-Disclosure Agreement in advance of the meeting.

This is a guide to the nature of the work required. It is not wholly comprehensive and may be reviewed with the post holder and the line manager from time to time.

If you have any questions or are experiencing any difficulties with the application process, please contact us at workwithus@punchdrunk.com.

Applicants should provide contact details for two references and we will seek your permission before making direct contact with any referees. Please note that it is likely we will seek to take up 1 reference for candidates progressing to a second interview, prior to making an offer.

As an Equal Opportunities Employer, Punchdrunk welcomes applications from all sectors of the community, regardless of gender, age, race, sexuality or disability and makes appointments based solely on ability to fulfil the duties of the post. Candidates who are shortlisted for interview will be given the opportunity to specify any access needs so that appropriate arrangements can be made.

RECRUITMENT TIMELINE

Deadline for applications: Friday, 25th September 2026 - 6pm

First Round Interviews expected to take place: from w/c 21 September 2026

Applicants will be reviewed on a rolling basis. We reserve the right to close this vacancy before the advertised closing date if we receive sufficient applications for the role. Therefore, if you are interested in this role, we encourage you to submit your application as early as possible