

GENTLEMAN'S JOURNAL

Job Title: Production Director

Location: London (Hybrid — in-office + remote)

Start Date: ASAP

About GJ

Over the last five years, Gentleman's Journal has built one of the most premium and influential men's luxury audiences in the world. Today, Gentleman's Journal is the premier lifestyle publication, agency and influencer brand for the modern gentleman — 'a curated handbook of the finer things in the world'.

Our offering:

- [Gentleman's Journal](#)
- [GStudio](#)
- [GInfluence](#)
- [GJ Marketplace](#)

The Role

We are looking for an experienced Production Director to join our growing London team to be the playmaker of our internal team. This is an unrivalled opportunity to be a key figure within a business that is growing faster than ever.

Key Responsibilities

- Managing the internal team's workflow and full accountability for all departments (Editorial, Creative, Commercial, Print etc.) vs. meeting team / client objectives and deadlines.
- Prepare implementation plans including content approvals, workflows and timelines.
- Collaborating with the sales team, Editor, Publisher and Head of Creative Partnerships to put together effective proposals and pitches
- Daily management of the team project management tool.
- Leading all internal meetings.
- Overseeing all content production and budgets — managing freelancers workload and costs.
- Comfortable reading data, working with numbers, budgeting.

Candidate Requirements

- 3+ years working in an agency or brand within operations / workflow management or client services (ideally in advertising/print/social/creative).
- Highly organized and outstanding communication, organization and interpersonal skills — email, phone, video and in-person.
- Excellent understanding of digital and luxury.
- Experience leading and developing teams.
- Experience with internal project management tools (e.g. Asana, Monday.com, Slack).
- Experience with budgets and reporting tools.
- A creative & curious mindset, solution-focused.

Culture & Benefits

- Hybrid working — split between in-office (central London) and remote.
- Regular events, socials and team lunches at prestigious locations.
- Young, social team.
- Regular progression and career growth opportunities.

Gentleman's Journal is committed to a diverse and inclusive workplace. Gentleman's Journal is an equal opportunity employer and does not discriminate on the basis of race, national origin, gender, gender identity, sexual orientation, protected veteran status, disability, age, or other legally protected status.

To apply please send your CV to robbie@thegentlemansjournal.com.