

Participation Producer

Strike A Light

Primary Purpose

To work alongside the Artistic Directors to deliver the participation strand of work of the organisation, leading on management, evaluation and delivery of projects. To contribute to the strategic development of the participation strand of work.

Specifically to manage the following programme of activities:

- Weekly theatre/ performance group (11-19 years)
- Weekly after school contemporary dance (2 groups- secondary school age)
- Establish a weekly youth theatre group for 8-11 year olds
- An in-school creative arts project (Strike A Light are one of the delivery partners)
- Schools workshops linked to performances
- Securing schools audiences for performances

Specific Duties and Responsibilities

- To lead on the delivery of participation projects unless otherwise agreed with the Artistic Directors
- To oversee and line manage creative practitioners and interns on participation projects
- To undertake budgetary responsibility for the participation strand of work
- To carry out evaluation processes in consultation with the Executive Producer
- To support the Artistic Directors in developing and maintaining relationships with external partners
- To develop and consolidate relationships with local schools, community groups and other organisations as required by the role
- To undertake all relevant administrative tasks as required
- To identify local opportunities for partnership working with organisations/artists that excel in participatory arts projects
- To work with the Artistic Directors to identify and apply for funding for projects
- To play an active role in the strategic development of Strike A Light as a member of the core team
- To act as Safeguarding Officer with the Executive Producer

General

- To work within Strike A Light's policies, including Health & Safety, Child Protection and Equalities
- To participate in organisation meetings and events as required
- To attend relevant training as and when required
- To positively represent Strike A Light at events
- Any other duties appropriate to the post and organisation

Line Management Responsibilities

- Freelance creative practitioners

- Participation interns

Person Specification

Essential

- Experience of engaging and supporting young people taking part in activities
- An enthusiasm for contemporary performance
- Experience of coordinating workshops and an understanding of the requirements of participants and practitioners in this setting
- Experience of working in partnership with community and education organisations
- Ability to manage and prioritise own workload and work with efficiency and initiative
- Ability to build positive, empathetic relationships with young people whilst maintaining a professional and appropriate role.
- Understanding of arts and/or education activity in a community setting
- Proficient IT skills
- Numerate, with experience of the day to day monitoring and recording of expenditure.
- Understanding of best practice when working with children, young people and vulnerable adults
- A positive, creative, flexible, hands on and can-do approach
- A commitment to diversity and inclusion

Desirable

- Knowledge of Gloucester community groups, organisations and potential partners
- A good working knowledge of the current UK contemporary dance and theatre scene, artists and practitioners
- Experience of working with young people from Black, Asian and Minority Ethnic (BAME) backgrounds and an understanding of engaging with BAME communities
- A network of contacts across arts and education settings beyond Gloucestershire
- A practitioner specialism in theatre, dance or a related discipline
- Experience in devising and creating youth arts projects
- Experience of successful trust fundraising
- Experience of creating and managing project budgets
- Full clean driving license