

# Application Pack

## Outreach Arts Practitioner (Maternity Cover)

<b>Salary:</b>	£18,000 (Pro Rata) £10,800 (Actual)
<b>Hours:</b>	21 hours and 45 minutes (equivalent to 3 days)
<b>Contract:</b>	Up to 12 months (Maternity Cover)
<b>Deadline for applications:</b>	10am on Wednesday 20 <sup>th</sup> March 2019
<b>Interviews:</b>	Week commencing 25 <sup>th</sup> March 2019

## **Our Background**

Burnley Youth Theatre is a vibrant arts organisation that was initially established in 1973 by a group of volunteer parents who wanted a safe place where their children could go and participate in drama based activities. Over the past 45 years, the organisation has grown significantly, we now operate from a purpose built theatre venue (Burnley Youth Theatre, built in 2005 and the Moira Preston building built in 2014), our facilities include a 158 seat theatre, 3 studio spaces and 2 outdoor performance spaces.

Our core purpose is to engage young people and their families in the creative arts. We aim to provide inclusive opportunities that are accessible to everyone through our innovative programme of arts based activities and productions. As a charity, the work we deliver sits within our charitable aims and contributes to our mission statement 'to creatively inspire children and young people to take their next steps'.

Our outreach practice is rooted in the belief that community cohesion, well-being, confidence and mental health can be positively promoted through our creative approach and we focus on authentically understanding the issues that exist within our community. We aim to help people to take their next steps in life by building confidence, practical and social skills and by creating exciting opportunities that support people to realise their potential. Our team is highly experienced and is committed to reaching disadvantaged and marginalised communities and to working with hard to engage young people who are experiencing learning, social, behavioural and emotional difficulties.

We are a part of the Arts Council England National Portfolio, we receive regular funding from them as well as from other local and national funders, trusts and foundations. We also raise money through more traditional fundraising activities which engages with our charitable status such as bag packs, street collections and sponsored events.

## **Aims and Objectives**

### **Our Vision:**

All children and young people will access high quality arts and culture

### **Our Mission:**

Creatively inspiring and challenging young people to take their next steps

### **Our Values:**

We provide multiple creative opportunities for children and young people and a variety of points of access to high quality arts and cultural activity. Through participating in our weekly core programme of arts based activities, our community and education projects, as young artists or as audience members. We open up possibilities for young people and families within the arts, and act as a gateway to the wider cultural sector. We enable children and young people to become independent creative thinkers and empower them to be decision makers who inform the development of our organisation.

## **Our Aims:**

- To enable all young people to actively create, participate in and watch quality theatre
- To allow young people to realise their creative potential, build confidence, develop their life skills and enhance their quality of life
- To promote best practice in the treatment of young people, families, staff and volunteers in a safe environment where creativity can flourish
- To embrace and celebrate diversity
- To reach disadvantaged communities and those families and young people considered hard to engage through an exciting and inspiring outreach offer
- To develop Burnley Youth Theatre's local and county wide impact on young people and communities
- To build on past successes and continue to develop the organisation and its work
- To celebrate and maximise Burnley Youth Theatre's theatre and facilities
- To expand our reach and creative delivery at Burnley Youth Theatre and offer a diverse and inclusive programme of approaches, cultures, art forms and activities
- To maintain and develop Burnley Youth Theatre's reputation of high quality arts provision for young people and families
- To develop the diversity of young people and families reached via Burnley Youth Theatre activities
- To place young people at the artistic and managerial centre of the organisation via young people led initiatives
- To continue and build on Burnley Youth Theatre's policies of access for all members of the communities
- To implement new marketing systems, maintain advocacy structures and develop Burnley Youth Theatre's overall profile

## **Arts Programme**

Burnley Youth Theatre has 5 strands of work – our inclusive youth theatre programme, education programme, outreach programme (family and youth), professional theatre programme and our training programme.

### **Inclusive Youth Theatre Programme**

We deliver youth theatre activities across a range of art forms for ages 0 – 18 (up to 25 for young people with learning difficulties or disabilities). This includes 30 weekly youth theatre sessions and 10 youth theatre productions per year. We deliver workshops in drama, dance, musical theatre and technical theatre as well as having specialist weekly workshops such as Connect (for young people with disabilities), INDRA (a session for social and political change) and After The Rain (a session which advances the agenda of LGBTQ+ young people) and Pieces of Me (a session that gives young people the opportunity to explore issues relating to mental health). We also deliver the Arts Award and have a Youth Board who represent all of the young people who are involved with the organisation.

## **Education Programme**

We deliver a Creative Education offer in local primary, secondary and special schools. This can range from a one off workshop based on a specific topic to a full term of weekly sessions which complement and support the national curriculum. We support schools to deliver the Arts Award and to achieve Arts Mark status.

## **Outreach Programme (Youth and Family)**

We deliver high quality arts based projects for children, young people and families in community centres, youth zones, pupil referral units and within other community settings. We engage communities through film, drama, dance, visual arts and music and through our projects we tackle many community issues and approach themes that are relevant to the young people and communities that we represent. We work in partnership with key agencies to deliver this work including the police, sexual health team, NHS, LCC's Children and Family Wellbeing Services, young carers and homeless services. Past work has focused on issues such as knife crime, sexual health, child sexual exploitation, extremism, forced marriage, domestic violence and alcohol misuse. Our outreach programme also aims to authentically understand the issues that exist within our community and we work creatively in response to those issues, building supportive and sustainable relationships with the families and partners that participate in our work.

## **Professional Theatre Programme**

Our venue is a receiving house for professional touring theatre with a focus on theatre for children, young people and families. The Professional Theatre programme has seen established theatre companies such as Little Angel, Shakespeare's Globe and The Royal Exchange bring work to our space and has established us a family friendly venue offering a diverse programme of work.

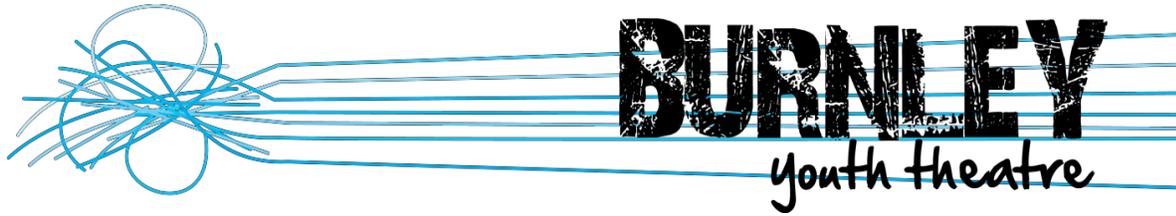
## **Training Programme**

Burnley Youth Theatre offers a variety of training opportunities for emerging artists and arts workers. This ranges from volunteer placements to paid traineeships, which is often dependent external funding. We are passionate about enabling young people aged 16 - 25 to begin and develop a career in the arts with a range of opportunities available.

## **Our Current Activities:**

The following is a summary of some of our current activities

- 30 inclusive youth theatre sessions a week
- 10 youth theatre productions per year
- A programme of 6 visiting professional shows for children, young people and families per year
- Formal education projects per year with at least 20 schools
- 2 major outreach projects per year and 6-8 smaller projects with community groups
- A training, mentoring and support programme for young artists and arts workers
- Relationship with local, regional and national theatres
- Rep Company tour to the Edinburgh Fringe Festival
- Connections with other youth theatres
- Partnership work with APPL (Arts Partners Pennine Lancashire), Arts Lancashire and Curious Minds
- Consortia working such as the Big Imaginations network



## JOB DESCRIPTION

<b>Job Title:</b>	Outreach Arts Practitioner (Maternity Cover)
<b>Salary:</b>	£18,000 (Pro Rata) £10,800 (Actual)
<b>Hours:</b>	21hr 45 mins (equivalent to 3 days)
<b>Contract:</b>	Up to 12 months (Maternity Cover)
<b>Responsible to:</b>	Interim Artistic Director
<b>Responsible for:</b>	Volunteers

### JOB PURPOSE

To work as part of an outreach team of staff and freelancers to deliver Burnley Youth Theatre's Youth and Family Engagement programme. This will be predominantly an outward facing delivery role with the integral aim of reaching hard to engage young people within community and education settings. The role will also work with and enable marginalized communities and families within Burnley and East Lancashire to access our creative offer.

The Outreach Arts Practitioner (Maternity Cover) will build sustainable relationships with young people and families within the community as well as build and maintain relationships with local service providers, community gate keepers and other partners. They will sustain those relationships by delivering exciting high quality outreach projects and facilitating engaging creative workshops, they will aim to identify the barriers to engagement and strive to support families and young people to step into our in house offer of creative activities and productions.

### STRATEGY

- Identify target groups of local concern via consultation with children, young people and families, the local community and key agencies
- Make key contacts with organisations / groups working with disadvantaged children, young people and families in particular those who are experiencing educational, social and economic disadvantage
- Develop and sustain a network of local partners relating to work with children, young people and families and in particular those who are disadvantaged
- To build relationships with local young people and families, supporting them towards improving their life chances and 'step in' to our organisation as a participant, audience member or volunteer
- To develop strategies to engage with underrepresented communities such as local Asian Heritage families
- To assist in the development of our in house family offer for families and early years children

## **PROJECT MANAGEMENT**

Supported by the Interim Artistic Director:

- Plan and deliver projects of varying size and timescales
- Plan and deliver events relating to the project such as celebration events or performances
- Develop and manage projects that respond to the needs, interests and aspirations of disadvantaged children, young people and families
- Develop projects that utilise a variety of art forms
- Create and manage a database of key contacts throughout the entirety of all projects
- Provide monitoring, evaluation and reporting information as required by the funder

## **DELIVERY**

- To deliver a programme that responds to the needs and aspirations of the children, young people and families who are engaged through our outreach practice
- To deliver engagement workshops and projects within education and community settings in Burnley and the surrounding areas
- To deliver workshops that reach marginalised and disadvantaged young people and families
- To deliver workshops for families with early years children

## **GENERAL**

- To attend mandatory training including Child Protection, First Aid and Disability Inclusion and adhere to Burnley Youth Theatre's policies and procedures at all times
- To attend training to be able to deliver AQA accreditation and the Arts Award
- To facilitate regular communication and reporting to line manager and to attend staff meetings when required
- To undergo a staff development process with the Interim Artistic Director every 12 months
- Represent Burnley Youth Theatre at relevant local, regional and national meetings and events
- To meet the priorities of Burnley Youth Theatre as laid out in the Business Plan
- To work flexible hours which may include evenings and weekends
- There may be other tasks required that are related to the effective and efficient operation of projects related to this post. The post holder will be expected to adopt a flexible and cooperative approach in these circumstances

# PERSON SPECIFICATION

<b>KNOWLEDGE AND EXPERIENCE</b>	<b>E</b>	<b>D</b>
Experience of working in the arts or third sector – minimum 3 years		✓
Knowledge and experience of working with children and young people who are experiencing educational, social or economical disadvantage	✓	
Knowledge and experience of working with families, including early years children		✓
Experience of delivering drama / arts projects with children, young people or families	✓	
Experience of developing partnerships with local service providers/children, young people or family focused organisations	✓	
Experience of managing projects, including planning and evaluation		✓
Experience of working with BAME communities or other underrepresented communities	✓	
An understanding of the educational, social and economical issues that young people and families in Burnley and surrounding areas may be facing		✓
Knowledge of safeguarding and a commitment to safeguarding children and young people	✓	
Experience of delivering the AQA Accreditation or Arts Award		✓
Experience of managing volunteers		✓
Knowledge of health and safety and risk assessments		✓
<b>ATTAINMENT</b>		
A good degree in an arts subject		✓
Training or willingness to attend training in Safeguarding, First Aid, Disability Inclusion, Arts Award and AQA Accreditation and any other training deemed appropriate for the successful delivery of the project	✓	
A commitment to continuing professional development	✓	
<b>SKILLS</b>		
Ability to run a drama/arts workshop	✓	
The ability to manage own working schedule; prioritising tasks and meeting deadlines	✓	
Excellent oral and written communication skills	✓	
Strong interpersonal skills with the ability to engage children, young people and adults, especially those considered hard to engage	✓	
Ability to work both individually and as part of a team	✓	
Proficient with the use of IT; particularly Microsoft Word, Excel, PowerPoint and Internet Explorer	✓	

QUALITIES AND OTHER REQUIREMENTS		
The ability to work in different locations	✓	
Full UK Driving License	✓	
Use of car on a regular basis	✓	
The ability to work evenings and weekends	✓	
Willingness to undergo an Enhanced DBS check from Burnley Youth Theatre	✓	
Ability to get on well and engage with a wide variety of people from different backgrounds	✓	
Approachable, enthusiastic and confident	✓	

***E:*** Essential criteria

***D:*** Desirable criteria