

## **CREATIVE ASSOCIATE**

### **Theatr Clwyd**

#### **Job Description**

Family: Communities

Responsible for: N/A

Reports to: Community Producers

#### **Job Purpose**

To develop and lead high quality and engaging Communities initiatives. To take a creative and practical role in the delivery of projects, workshops, and events. To be an advocate for the work we do with young people, wider community and arts and health, maximising collaborations and projects and contributing to the overall vision that builds on our reputation for excellence, creative learning, and meaningful engagement.

#### **Key responsibilities**

##### **Projects and workshops**

- To deliver workshops, community projects and/or schools projects as required.
- Collaborate with other Associates and freelancers in the making of creative engagement productions and events
- To deliver opportunities for schools, families, older members of our community and youth projects as required.
- To encourage and nurture participants of all ages, building a warm yet professional rapport with them.
- To act as the public face of Theatr Clwyd's Communities programme to teachers, parents, community groups and artists alongside the other Creative Associates.
- To assist the wider team in producing digital resources, providing information about workshop content as required.
- To act in accordance with Theatr Clwyd's policies in working with children, young people and vulnerable adults.
- Under the direction of the Producer, to have responsibility for committing expenditure within defined limits.

##### **Other**

- To represent and positively promote the organisation at all levels, especially to teachers and parents/guardians.

- To build contacts within the world of the arts as the main source of knowledge in this area of work
- To build relationships with community
- To support the Director of Communities in reaching as many areas of the community as possible through the arts.
- To perform any other duties as reasonably requested by your manager.

## **Person Specification**

### **Essential**

- Experience in delivering workshops to a wide variety of ages and backgrounds.
- Significant experience working with community.
- An energetic and inspiring presence, with the ability to lead and motivate people of all ages who may not be confident or engaged.
- Facilitation skills, with a proven ability to use methodical, creative and results led working methods.
- Highly experienced and knowledgeable in art specialist's practice.
- Knowledge or willingness to learn about the community local to Theatr Clwyd.
- Knowledge and the ability to deal sensitively with issues relating to diversity and access.
- Excellent communication skills.
- Excellent interpersonal skills, including an ability to relate to a wide variety of people.
- Resourcefulness and quick thinking.
- Strong time management skills.
- Ability to work both independently and as part of a small team.
- DBS check.
- A commitment to artistic excellence.

### **Desirable**

- Knowledge of theatre and other art forms within the UK generally and Wales specifically.
- Fluent Welsh, both written and spoken.
- Working knowledge of local schools.
- Full driving license.