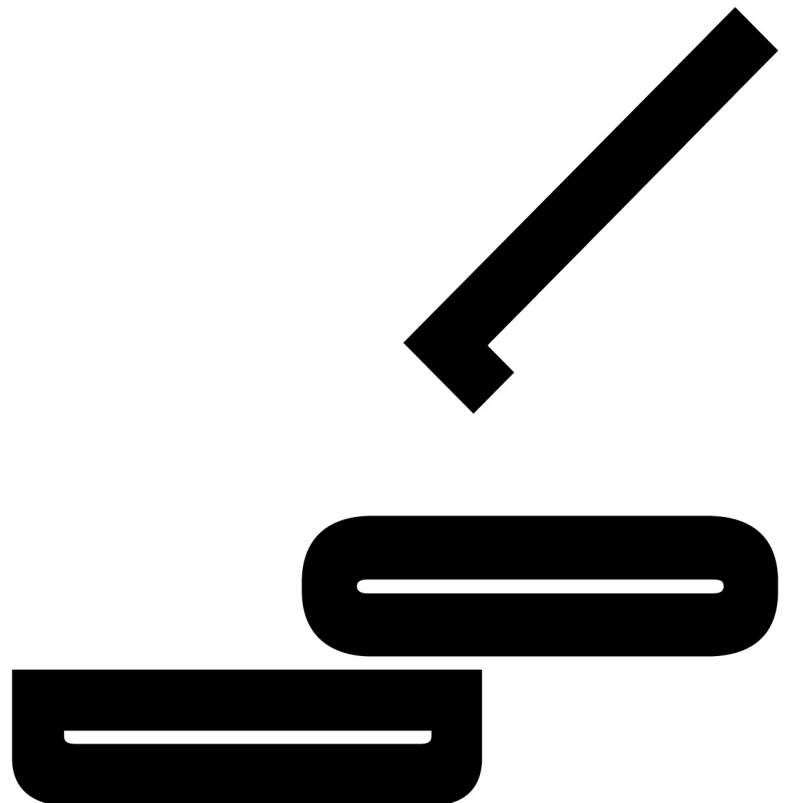
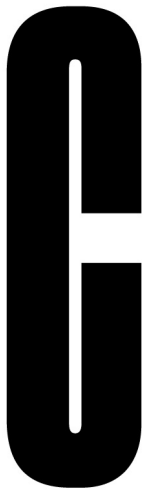




Ear Opener workshop at City and Islington College

# LEARNING & TALENT DEVELOPMENT PRODUCER

RECRUITMENT PACK



# CLOD ENSEMBLE

## PURPOSE OF THE ROLE

To drive the development, delivery, communications and evaluation of Clod Ensemble's learning and talent development programmes.

## ABOUT CLOD ENSEMBLE

Clod Ensemble is a multi-award winning interdisciplinary performance company - known for our pioneering learning and participation work – a vital strand of our performance programme.

We work at the intersection of different forms and disciplines – at the point where they meet, transform and challenge each other to become something new.

Led by director Suzy Willson and composer Paul Clark, we collaborate with dancers, actors, musicians, medics, architects and orchestras.

We work in London, across the UK and internationally in theatres, dance houses, galleries and public spaces including Sadler's Wells, Tate Modern, Southbank Centre, The Lowry, and Public Theater New York.

Our upcoming move to the Design District on the Greenwich Peninsula marks the next stage in our development; with our own dedicated studios and office space, we will have a space to gather - creating new work, learning and sharing.

We work across three interweaving programmes of work:

1. **Performance** - shows and public events
2. **Learning Programmes & Talent Development** - courses, workshops, digital resources
3. **Performing Medicine** - arts based courses, workshops and research for anyone working in health and social care settings

Clod Ensemble is a company limited by guarantee and a registered charity. We are an Arts Council England National Portfolio Organisation. [www.clodensemble.com](http://www.clodensemble.com)

## COMPANY VALUES

- **Respect** – for the people we work with, our audiences, our participants
- **Rigour** – to work with total commitment and attention to detail
- **Risk-taking** – to be bold and ambitious across our programme
- **Agility** – to be flexible and ready to respond



Clod Ensemble Sound and Music Creator Djenaba Davis-Eyo in our new studio, in Greenwich Peninsula's Design District

## ABOUT THE ROLE

We are looking for a Producer to manage the planning, delivery, communications and evaluation of our learning programmes. You will work with the wider team to develop and implement projects which will reach a wide and diverse group of participants.

This is an exciting role for someone who is interested in the power of music and movement to connect, inspire and empower people of all ages.

You will be responsible for projects including:

- Reboot – Rolling programme of professional development workshops for artists
- Ear Opener, a series of [videos](#) to support our schools programme for GCSE and A Level music students in composition.
- Talent Development Intensives for young artists and creatives
- Collaborations with Higher Education Institutions
- Overseeing Mentoring and Work Experience Placements.

**This role does not include our Performing Medicine programme.**

## **MAIN DUTIES & RESPONSIBILITIES**

### **Responsible to: Clod Ensemble Producer (Performance)**

#### **Development**

- Work closely with the Artistic Directors and Producer to develop face to face and digital learning projects
- Manage relationships with programme partners including local and national organisations, higher education providers and schools
- Actively advocate for the work of Clod Ensemble within the local community and engage with community organisations
- Cultivate networks and develop partnerships to strengthen our reach
- Working with the Clod Producer you will develop the strategy and direction of Ear Opener, including partnerships with education organisations, and advocacy opportunities.

#### **Fundraising**

- Work with team to raise funds for the different programmes

#### **Delivery**

- Schedule and implement workshops and events
- Communicate with artists relating to delivery of projects including availability checks, contracts and sharing relevant information
- Create and manage budgets

#### **Communications**

- Lead on developing clear external communications relating to each project (inc. social media and newsletters), ensuring that it aligns with company-wide strategic communications objectives.
- Promote all events associated with Clod Ensemble's participation and talent development programmes through initiating and planning robust marketing campaigns, identifying audiences, messaging and outcomes.
- When appropriate work with freelance creatives on website updates and content creation (graphic design, videographers, web developer)

#### **Reporting and Evaluation**

- Embed robust documentation and implement evaluation processes into each project
- Deliver efficient and timely project evaluation and financial reports to relevant partners and funding bodies.
- Provide clear reporting of the programmes including contributing to board and funding reports in collaboration



Ear Opener interviewees Cassie Kinoshi, Brian Eno, Yazz Ahmed & Creator Paul Clark

## EXPERIENCE

### Essential experience

- Experience of creating and producing projects with adults and young people
- Experience working with young people (aged 16 to 25)
- Experience of managing relationships with partners including artists, members of the community and/or organisations
- Experience of budget management and financial procedures
- Experience of project monitoring, evaluation and report writing
- Understanding of the use of digital platforms for creative work and dialogue
- Systematic approach to planning and problem solving
- Strong attention to detail

### Desirable experience

- Experience of workshop facilitation and planning
- Experience of fundraising including writing applications, reports and budgets
- Experience of delivering social media campaigns
- Experience of access in creative engagement programmes of work

Clod Ensemble actively encourages applications from a wide range of people, especially those who may have experienced barriers to employment. We can support career development and offer coaching or mentoring for successful applicants who demonstrate suitability but who feel they may need more support.

Lived and volunteer experience is acceptable for essential / desired experience if you can demonstrate how the skills you have developed are transferable.





Production shot from Clod Ensemble's performance  
*Placebo*. Image Camilla Greenwell.

## TERMS AND DETAILS

<b>Salary:</b>	<b>£24,000 p/a (based on a full-time salary of £30,000)</b>
<b>Period of contract:</b>	<b>Fixed term 1 year contract</b>
<b>Hours of Work:</b>	<b>4 days per week</b>
<b>Annual leave:</b>	<b>20 days p/a (25 days pro rata) plus bank holidays pro rata.</b>
<b>Pension:</b>	Auto-enrolment in company pension scheme. 5% employee contribution matched by 5% contribution from Clod Ensemble.
<b>Benefits:</b>	Childcare vouchers, Cycle to Work Scheme, staff development opportunities
<b>Location:</b>	Greenwich, London.

## HOW TO APPLY

Please complete this short application [form](#) which will ask you for your contact information, a short personal statement detailing your suitability for the role, the contact details for two referees and to up-load your CV. You will also be asked to complete our Equal Opportunities monitoring form.

Please let us know if you require any additional support or would like to apply in an alternative format, e.g. by video. The deadline for applications is Wednesday 19 January. Interviews will be held via Zoom on Wednesday 26 January (Please note this has been changed from the original interview date of Monday 24 January.)

If you would like to have a confidential conversation about the role, please contact Clod Ensemble Producer (Maternity Cover) Jenny on [jenny@clodensemble.com](mailto:jenny@clodensemble.com).

**CLOD  
ENSEMBLE**