

Head of Programme



Night of the Living Dead dress rehearsal - imitating the dog, 2020

Welcome

Thank you for your interest in this position at Brewery Arts. This is an exciting opportunity to take a leading role in developing the artistic programme of a highly valued, nationally significant organisation, at a pivotal time.

The Head of Programme would lead a vibrant live performance programme that brings the world to Kendal, supports exceptional talent, and enriches communities of all ages.

This pack provides background information, a job description and application details. If you would like an informal discussion, or have any questions before applying, please get in touch.

We look forward to hearing from you!

About Brewery Arts

Brewery Arts is a centre for combined arts in Kendal, with a year-round programme of live music, theatre, cinema, exhibitions, festivals, outreach programmes and creative learning.

Our live programme is at the heart of our creative and social hub. From pop culture, cabaret and club nights, to visceral live art, family theatre, comedy, dance and spoken word, our live shows provide unmissable experiences for audiences across Cumbria, the North West and beyond. Over the years, our Theatre and Malt Room music venue have featured many iconic artists and performers, including Patti Smith, John Martyn, Marianne Faithful, Lee Scratch Perry, imitating the dog, Fuel, TRIBE, China Plate and many more.

On average, we engage almost 200,000 people each year through 250 events, 2,600 film screenings, two international festivals, 15 youth arts strands, 25 creative learning courses, four outreach projects and three professional development schemes.

2022 will be a milestone year, as we mark our 50th anniversary and seek to expand our artistic programmes and deepen engagement with artists and audiences even further.

Head of Programme

We are seeking a senior programmer with in-depth knowledge of the contemporary music and performing arts sectors, to develop and lead our live programme. You would be joining an iconic institution during an exciting phase of development, and would be able to make a real difference at a pivotal time.

The ideal candidate will have proven contacts within the live sector and a strong track record of booking and programming live performances. They will also have strong financial ability and commercial business sense, and an excellent understanding of audience development.

Job Overview

Reports to:	CEO/Artistic Director
Responsible for:	Programme Manager
Salary:	Up to £35,000 per annum, dependent on experience
Hours:	Full time, 40 hours per week*
Holidays:	6 weeks increasing to 7 weeks after three years
Contract:	Permanent
Probationary Period:	6 months
Notice period:	12 weeks

*Part time hours will be considered for the right candidate, as well as a blend of working remotely and onsite.

We especially welcome and encourage applications from people with backgrounds currently underrepresented in our staff team, particularly people who are black, brown or marginalised, people from the LGBTQ+ community, or people who are disabled.

Purpose of Job

To develop and lead a vibrant and contemporary year-round live performance programme that brings the world to Kendal, supports exceptional talent, and enriches communities of all ages. Reporting to the CEO/Artistic Director, the Head of Programme will research, develop and deliver the year-round live programme at Brewery Arts, working closely with and supported by the Programme Manager. Principal responsibilities are listed below.

Artistic Programme

- Take the lead on research, advocacy and development of the live programme, attending performances, events and festivals to make critical assessments for programming, and maintaining a strong awareness of current trends and emerging talent.
- Support the development of new and multi-artform projects, facilitating collaborations with local, national and international stakeholders working with the CEO/AD and the programme team.
- Ensure the live programme is delivered effectively, with support from the Programme Manager and the operations and technical teams.
- Support artists through the Future Creatives 18-30 talent development programme, and help devise a programme for resident and associate artists and companies.
- Help lead the learning and outreach programme, working with the creative learning team on initiatives to engage communities of all ages including marginalised groups.
- Provide a point of contact within the organisation for agents, companies and performers to discuss and engage with the programme, with support from the Programme Manager.
- Be responsible for agreed budgets and delivering to financial targets, balancing a commercial approach with artistic excellence, inclusivity and innovation.
- Identify ways to diversify income streams and support funding applications, sponsorship pitches and other fundraising campaigns.

Strategy, Partnerships and Management

- Strategically plan and develop long-term plans for the live programme and contribute to developing a new 5-year Brewery Arts business plan during 2022.
- Maintain and develop relationships with key partners and stakeholders, and develop new programming partnerships to help expand and enrich the live programme.
- Represent the organisation within local, regional and national performing arts networks, such as Future Arts Centres and Venues North, and grow networks.
- Work closely with the marketing and communications team to ensure that the live programme is promoted effectively.
- Effective management and development of the Programme Manager, and additional project staff as required for future programmes.
- Oversee the workflow and manage the deadlines for delivery and administration of the live programme
- Oversee reporting for the live programme, including debriefings and external evaluations.
- Negotiate, complete and issue contracts, commissioning and rights agreements as required, ensuring that the live programme is delivered in line with contractual obligations, clarifying aims and objectives for each party and clearly outlining timelines, responsibilities and expectations.
- Attend and present at Board meetings as required
- Deputise for the CEO/Artistic Director as required
- Carry out any other duties reasonably required by the CEO/Artistic Director

Person Specification

Essential

- In depth knowledge of the contemporary music and performing arts sectors
- Strong track record of booking and programming live performances in a similar venue or environment
- Proven contacts within the live sector
- Proven ability to manage and develop staff
- Strong financial ability and commercial business sense
- Proven ability to balance cultural and commercial objectives
- Excellent understanding of audience development
- Experience of both private and public arts funding
- Excellent communication and presentation skills
- Commitment to inclusivity and representation
- Strong organisational, IT and technical skills

Desirable

- Knowledge of contemporary theatre and/or dance
- Experience of multi-artform and/or festival programming
- Experience of developing learning, engagement and outreach programmes
- Experience of supporting creatives through talent development
- Experience of hosting/participating in panel discussions with artists
- Experience of programme evaluation and monitoring
- Experience of securing sponsorship and/or grant funding
- Experience of working as part of an executive or senior leadership team
- Experience of working on capital development within a performance venue
- An interest in and knowledge of spoken word, cabaret and comedy
- An interest in and knowledge of visual art, artists moving image and/or film
- An interest in and knowledge of creative technology and digital culture

How to Apply

Please download and complete an application form and send it by email to Rebecca Elshaw, Head of HR & Operations at: rebecca.elshaw@breweryarts.co.uk

Key Dates

Deadline for applications: **Wednesday 26 January 2022 (midday)**

Interviews: **Wednesday 2 February 2022**

Any Questions?

If you would like an informal discussion or have any questions before making your application, please contact Miriam Randall, CEO/Artistic Director at: miriam.randall@breweryarts.co.uk