Creative Programme Manager]

Person Specification

We will use these criteria to assess your suitability for the job.

Essential

1. Education

Educated to degree level or equivalent or demonstrable directly relevant work experience to an equivalent level of knowledge.

2. Creative festival programming

Direct experience of working relationships with funding partners including Arts Council England
Significant experience of developing and delivering creative programmes and arts development activities and projects, particularly in a festival setting
Experience of commissioning and managing artists, performers and creative practitioners
Experience of working with children and young people
Experience of working in partnership and collaborating with a wide range of organisations, agencies, artists & performers and community groups

3. Knowledge and skills

Knowledge of Arts Council England's ambitions, priorities and policies
Well-developed leadership skills and ability, leading by example showing and expecting consistently high professional standards both within the team and from procured service providers
Proven track record in developing and managing assigned budgets, with ability to oversee, reconcile and maintain tight control of budgeted costs.
Excellent written and verbal communication skills
Strong computer literacy skills
Ability to solve complex problems
Skills in advocacy at a local and national level
Team building/leadership skills

Knowledge and the application of event management plans
Ability to prioritise and organise with proven time management skills and proven attention to detail
The ability to establish and maintain productive working relationships with key stakeholders, clients, professional and commercial enterprises to facilitate accomplishment of work goals

4. Specific personal behaviours

Demonstrable commitment to audience development and the Creative Case for Diversity
Strong ability to contribute towards effective team working for the service to achieve key outcomes

High Personal standards and self-discipline

Strong commitment to public sector

Demonstrates flexibility and resilience

Current valid driving license, access to a vehicle with appropriate insurance

5. Other requirements

Flexible working pattern
Must be able to vary working hours to incorporate evening and weekend events as determined by Service Need

Desirable

1. Knowledge and Skills

Knowledge of the regional, national and international festival and eventsscene.
An understanding of the Council's core values and objectives
Knowledge of local government and political systems
Knowledge of local authority systems and processes
Knowledge of emerging digital technology both as a tool for creativity and audience participation/interaction

Additional Requirements

Have a valid Passport and be able to travel internationally
Rudimentary knowledge of European languages, in particular Spanish and French

Our Values

Do you share our values of **proud**, **fair**, and **ambitious**?