**Recruitment Information**

**ASSOCIATE ARTIST - THEATRE**

**Summary:**

Mind the Gap is recruiting!

Mind the Gap is looking for someone to join its friendly and welcoming team as an Associate Artist -Theatre.

This varied and interesting role involves devising and delivering engaging training programmes, and working as a creative practitioner on elements of Mind the Gap’s artistic programme e.g. in devising workshops and rehearsals. As England’s largest company working with artists with a learning disability or autism, Mind the Gap is committed to providing high quality learning and creative environments, led by experienced creative practitioners. The Associate Artist will play a key role in delivering training for Performance Academy student who are working towards a Certificate of Education Level 4 qualification validated by York St John University.

The successful candidate will enjoy working in a varied and busy company, that produces work for different contexts and audiences. This includes creating outdoor work and shows for theatre venues including small, medium and large-scale experiences. The Associate Artist will enjoy working with people with different experiences and backgrounds, in a lively workspace where no two days are the same.

* Role: Associate Artist - Theatre
* Contract: 0.6 Full Time Equivalent (24 hours) worked over 3 days
* Salary: depending on experience, at 0.6 pro-rata £15,250 to £16,935  
  (If full-time the annual salary equivalent is £25,419 to £28,226)
* Deadline for applications: Thursday 10th February
* Interviews will be on: Tuesday 15th February
* Start date: As soon as convenient

For more information about the company visit: <https://www.mind-the-gap.org.uk>

Mind the Gap strives to be a diverse and inclusive workplace where we can ALL be ourselves. We encourage applications from people of all backgrounds, communities, identities and interests. If you have any questions, or need information in a different format, please call us on 01274 487390 or email [arts@mind-the-gap.org.uk](mailto:arts@mind-the-gap.org.uk).

**In more detail:**

**Job title:** Associate Artist - Theatre

**Responsible to:** Academy Director

**Contract type:** PAYE employee; permanent role

**Salary:** at 0.6 pro-rata £15,250 to £16,935

**Office location:** Mind the Gap Studios, Patent Street, Bradford BD9 4SA

**About Mind the Gap**

Mind the Gap is based in Bradford and is one of Europe’s leading theatre companies creating work in partnership with artists with learning disabilities and/or autism. We tour performing arts productions and events regionally, nationally and internationally.

The company delivers a wide-ranging programme of work that falls into three different areas:

* Performance & Live Art: creating bold, cutting edge, world-class performance and live art events that put people with a learning disability and autism at the heart of the artistic process. Currently, we are developing a new outdoor arts show called **Leave the Light on For Me**, that explores the theme of climate change from the views of people with a learning disability and/or autism.
* Talent Development: the Academy provides a range of different courses that nurture and develop the talents and skills of people with learning disabilities and autism. Currently, we involve about 70 adults each week in different skills development programmes. We also run a weekly Youth Academy in partnership with Bradford’s Specialist Inclusion Project.
* Leadership & change: collaboration and partnership with other organisations is key to ensuring that the arts sector is more inclusive to people with learning disabilities and autism. Currently, we are working with six theatre venues across England, and individuals and communities in those locations, to create more opportunities for learning disabled people to engage with the arts as audiences, participants and artists.

Our custom designed Studios in Manningham, Bradford offer excellent access and quality equipment and facilities.

**About the role**

The Associate Artist – Theatre is a varied and interesting role, that involves working with Mind the Gap’s Academy students and in other areas to develop the company’s artistic programme. It’s a creative practitioner job that requires devising and designing engaging schemes of work for teaching students new skills, that are challenging but also accessible to those with different learning styles and needs. From September 2021 Mind the Gap is partnering with York St John University to deliver a HE Certificate of Education qualification at Level 4, the only course of its kind for learning disabled students in the UK. This means the Associate Artist will need to collaborate with staff from the University to ensure Mind the Gap’s Performance Academy course is delivering at the required standards.

The Associate Artist – Theatre will also contribute to developing Mind the Gap’s artistic programme work in other ways. This might involve working with the company’s core team of Artists with a learning disability or autism to develop particular skills, or in devising or rehearsals for the company’s production.

**Mind the Gap is committed to equity, diversity and inclusion**

Mind the Gap celebrates and positively encourages diversity and difference. We strive to provide a diverse and inclusive workplace where we can ALL be ourselves. We aim to provide a supportive and nurturing workplace for all our staff including Artists with a learning disability and/or autism, freelancers, Board Trustees, Academy members, volunteers and participants.

Through our work we create space and opportunities for people to be themselves, be proud of who they are, and listen to what they have to say. We don’t expect people to speak for anyone but themselves. We believe having a team made up of people with different views, interests and experiences helps us make good decisions that will benefit the most people. The company provides a welcoming workplace for everyone, where we can safely but directly challenge prejudice and discrimination in ourselves and others.

We know that our current team doesn’t reflect or represent the diversity of our local community of Bradford, the UK or the Global Majority, and are actively working to improve this. Through training, partnerships and conversations we are actively challenging and eradicating discrimination, including racism, in ourselves and others.

**To apply:**

We welcome applications from people of all backgrounds, communities, identities and interests. If there’s anything in the recruitment information you don’t understand, please get in touch and ask. If you need information sent by post, or in a different format, please call us on 01274 487390.

If you require information in a different format from the documents available please telephone 01274 487390 and ask to speak to Naelah Shahzad or Lesley Davis, or email arts@mind-the-gap.org.uk.

To make an application, please send an email including the following information to: [arts@mind-the-gap.org.uk](mailto:arts@mind-the-gap.org.uk), marked for the attention of Charli Ward, Academy Director.

* A CV (maximum 2 pages of A4) OR a completed Application Form
* Supporting Information which answers the questions below, which you can provide us in one of the following ways:
  + In writing – about 1000 words / 2 pages A4 to answer all questions.
  + By making a short video recorded on a mobile phone – you can record up to 5 minutes and send the link.
  + By recording an audio file on a mobile phone – you can record up to 5 minutes and send the link.

**Questions**

1. Please tell us how your relevant experience, skills and knowledge match the needs of the role. The Person Specification and Job Description describe the tasks and qualities we are looking for. As a guide, use about 700 words or 3 minutes video or audio for this question.
2. Please tell us what interests you about working for Mind the Gap. You can find out lots more about the company by visiting our website at: <https://www.mind-the-gap.org.uk>. As a guide, use about 150 words or 1 minute video or audio for this question.
3. Please tell us something about yourself that tells us a bit more about you as a person. This might be something you are really passionate about, or your personal experience, or something about the qualities you would bring to this role. As a guide, use about 150 words or 1 minute video or audio for this question.

You will help us understand who we are reaching through our recruitment campaigns if you can complete the form or use this link to complete a short Equal Opportunities survey here: <https://forms.gle/ptzomg5NHw2sUfAYA>

This doesn’t record anyone’s name. It will NOT be used in the selection process.

**What happens next?**

When we have received your application, we will contact you to let you know that we have received it. Your application will be reviewed by a panel of two people, who will select a short-list of candidates for interview.

If you are short-listed, you will be invited to come for an interview on the date above.

The interview will include a tour of the building and a 40-minute Question and Answer meeting. There will be a written exercise that’s designed to show us how you prioritise tasks. Also, a practical workshop session with students and/or Artists with a learning disability or autism. This workshop task will be designed to show your creative practitioner skills, including your ability to teach and facilitate others.

We will send you all the information you need to prepare, including the questions we will ask you at the interview, and ask you if you have any access needs.

There is no particular dress code at Mind the Gap – you can wear whatever makes you feel comfortable in an office setting.

If you are not shortlisted and selected for interview, we will email you to let you know.

***Good luck with your application and we look forward to hearing from you.***