



Job Description & Person Specification

Creative Project Worker

Job Title:	Creative Project Worker
Hours:	3 Days (21 hours per week)
Salary:	£25,000 per annum (pro rata)
Duration:	12 month fixed term contract
Location:	North Tyneside
Responsible To:	Creative Programme Manager

Main Purpose of the Role:

At North Tyneside Art Studio (NTAS), across all our projects and services, everything we do is rooted in the use of art and creativity to support and improve the mental health and wellbeing of people and communities.

This role is focused on delivering our new Creative Communities project and will mostly be working across three communities in the north west of the borough (North Tyneside). You will engage local communities through a programme of workshops, events and exhibitions which will contribute to the overall well-being and vibrancy of the community, strengthen community ties and support the personal development of participants.

On occasion, working as part of a small creative team, you will be required to support work at our main Studio and other projects and locations.

The project will support a range of outcomes including

- Individual Empowerment
- Community Cohesion
- Community Development
- Communication and Dialogue
- Improvements in Mental Health and Well-being
- Cultural Understanding
- Youth Development:

You will be an accomplished artist with experience of managing community based creative projects and building partnerships and networks built on trust and respect. You will have an understanding of how art and creativity can support mental health and wellbeing and the communication skills to engage diverse audiences.

Working with people with a wide range of needs and abilities you will be required to work in a flexible and responsive way to ensure the needs of individuals are met. At all times you must be friendly and approachable and full of creative ideas and encouragement.

You will ensure that people are working safely, undertake risk assessments and support the implementation of effective health and safety policies and procedures.

Working as part of a small team of staff and volunteers you will be expected to bring a positive, can-do attitude, a willingness to take ownership of tasks and deadlines and to contribute to the development of projects and fundraising efforts to ensure the continued support and growth of NTAS.

At all times you will demonstrate the ethos and values of NTAS, treating people with dignity and respect and promoting the principles of fairness and equality.

Key Responsibilities and Duties

- Develop and implement creative workshops, events and exhibitions that engage and inspire local residents across different communities.
- Collaborate with community organisations and local stakeholders to identify project opportunities and establish partnerships.
- Design and deliver engaging and interactive workshops that encourage participation and foster creativity among participants.
- Manage project budgets, resources, and timelines effectively to ensure successful delivery of projects within scope and budget.
- Evaluate project outcomes and impact, and identify opportunities for improvement and growth.
- Provide support and guidance to project participants, volunteers, and community partners throughout the project lifecycle.
- Contribute to marketing and promotional efforts to raise awareness of projects and workshops within the local community.
- You will complete project reports and evaluations

Person Specification

To be successful in this role the ideal person will have a wide range of creative skills and experience. The ideal person will have a flexible, positive attitude and be able to manage multiple tasks with limited supervision. Candidates should be able to demonstrate the following:

Essential:

- Proven experience in developing and delivering creative workshops, events and exhibitions, preferably within a community based setting.
- Strong organisational and project management skills, with the ability to manage multiple tasks simultaneously, manage your time and meet deadlines.
- An understanding of how art and creativity can support and improve mental health and wellbeing
- Knowledge and experience of working with a variety of art forms, styles and techniques.

- Excellent communication and interpersonal skills, with the ability to engage and inspire diverse audiences.
- Experience of report writing and evaluations.
- Collaborative and team-oriented approach, with the ability to work effectively with a diverse range of stakeholders and partners.
- Experience of developing effective networks and partnerships based on trust and respect
- A current (or recent) arts or crafts practice

Desirable:

- Knowledge of local communities and issues, with a commitment to promoting inclusivity and diversity.
- Knowledge and experience in the use of social media
- Creative thinking and problem-solving skills, with the ability to generate innovative ideas and solutions.
- A demonstrable commitment to creativity and community engagement, with a strong desire to make a positive impact in local communities
- Ability to discuss creative projects and challenges with groups and individuals and offer ideas, solutions and feedback
- Flexibility and adaptability, with the ability to thrive in a dynamic and fast-paced environment.

NTAS is an equal opportunities employer that is committed to inclusion and diversity. Training will be provided to support you to fulfil this role.