

## **JOB DESCRIPTION**

<b>JOB TITLE:</b>	<b>Arts and Well-being Co-ordinator</b>
<b>SALARY:</b>	£24k (0.6FTE is £14.4k)
<b>HOURS:</b>	Three days per week
<b>BASE:</b>	Studio 2/11, Rogart Street Campus, Bridgeton, Glasgow
<b>CONTRACT:</b>	Fixed term, part time for two years
<b>REPORTING TO:</b>	Chief Executive

## **BACKGROUND INFORMATION**

Articulate believes everybody has the equal right to lead a happy, healthy and fulfilled life.

For some young people, however, there are significant barriers to this: ill health, loneliness, chaotic family life, or simply living in a society that is not well adapted to their physical or emotional needs.

There is strong evidence that the arts can offer people facing these challenges something very special: the chance to discover their creativity and interact with others, giving them purpose and value, building trust and esteem as well as confidence in self and in trying new things. By drawing on this research and breathing creativity into communities, we can offer young people hope, friendship and fulfilment when they need it most. We do this through a diverse range of evidence-based arts programmes, co-created with the young people and skilled artists in order to deliver life-changing experiences.

The post builds out from nine months of service design research that has been supported by the RS Macdonald Trust. A significant part of the role will be to implement the findings and recommendations from this period of co-design and development. This will include evolutions around arts and eco therapies, self-directed care, trauma-informed practice, life story work, social prescribing and the potential of the arts and neuroscience. A knowledge of or interest in these themes will be advantageous.

### **Bespoke / Participatory Programmes**

- Review the evidence base and create bespoke initiatives with staff and young people for piloting or launching new participatory projects
- Source, train and, if necessary, audition/interview suitable artists to act as workshop facilitators; brief and supervise artists on quality arts provision
- Work with a wide variety staff to establish priorities that could be addressed by projects
- Promote projects to potential participants, encourage young people to take part and ensure that commitment remains high
- Regularly review effectiveness of projects and develop or amend as necessary
- Select successful projects to scale out, with the support of staff and partners, as appropriate
- Collect data on participation, including impact and outcomes as necessary, to be able to report to partners, funders and beneficiaries on benefits and improvements.

### **General Team-working**

- Work closely with the team to ensure resources and materials can support effective recruitment and coverage
- Act as a spokesperson for projects at community / local, regional and national levels

- Objectively review the success and achievements against agreed targets, identifying strengths, weaknesses and areas for development
- Participate in the day to day work of the organisation – such as reporting, attending team and Board meetings as required, and taking a flexible and supportive approach to general team tasks
- Participate in staff appraisals and appropriate training for the role.

**PERSON SPECIFICATION**

You are highly empathic, a creative person who is motivated by the highest standards of project management and care. You enjoy working with young people and can deal with the sensitivities and vulnerabilities of a creative space and beneficiaries who face significant challenges and barriers to well-being. You'll be adept at building trust and relationships and working with complex, time-limited projects. You'll be an excellent listener, but you will also have the personal abilities and drive to be an external ambassador for Articulate's work within local and national networks.

<b>Essential</b>	<b>Preferable:</b>
<ul style="list-style-type: none"> <li>• 2-3 years' experience in events or project management, ideally within an arts and/or healthcare context</li> <li>• Knowledge of working in a health environment</li> <li>• Able to manage relationships with vulnerable young people, with special knowledge of care experience</li> <li>• First class relationship management and leadership skills; a naturally warm person who can establish contacts very quickly and effectively interact with a range of young people with additional needs or emotional challenges</li> <li>• Highly organised, able to manage several concurrent projects and respond proactively and positively to different, changing priorities</li> <li>• Impeccable attention to detail, with no stone left unturned</li> <li>• An excellent administrator and communicator, who appreciates the need to articulate project details appropriately and sensitively</li> <li>• Highly developed listening and collaboration skills; ability to take direction and process a wide range of views and priorities</li> <li>• Excellent digital and IT literacy.</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of, or interest in, the arts in health evidence base</li> <li>• Experience evaluating projects or conducting research</li> <li>• Budgeting / financial management experience</li> <li>• Analytical thinker who can track our project impact through data and analytics.</li> </ul>

Please note that the successful applicant will be required to undertake an enhanced PVG check, and a job offer would be conditional on this. The post holder must have the right to live and work in the UK.

**Funding**

This post is supported by the Rayne Foundation and builds out from an action research investment made by the RS Macdonald Trust.

**Review of this Job Description**

This job description is intended as an outline of the general areas of activity and will be amended in the light of the changing needs of the organisation. To be reviewed in conjunction with the post holder at least annually as part of the appraisal process.

**Application Process**

Please send a letter of application, accompanied by a CV, including two references as well as a report written about a project you devised or delivered and what learning you can share from that experience.

Deadline for applications is Tuesday 19 April 2022 at noon. Applications should be sent to:

[eonacraig@articulatehub.com](mailto:eonacraig@articulatehub.com) and any questions about the role should also be addressed to Eona.