

RECRUITMENT PACK



ABOUT US

The Lowry is a registered charity (No: 1053962) committed to using visual and performing arts to enrich the lives of everyone around us - and those of our staff and volunteers too.

Working together as one team, we present audiences with a diverse programme of theatre, opera, musicals, dance, music, comedy and visual art as well as events and activities to expand the horizons of audiences and artists alike.





**LS LOWRY'S
GOING TO THE MATCH**

Lowry's 'Going to the Match' is a classic example of his 'matchstick men' style. The painting depicts a busy street scene in Manchester, with a large crowd of people walking towards a football ground. The buildings are rendered in a simple, geometric style, and the overall atmosphere is one of a bustling, everyday scene.

At the heart of our work is a commitment to our local communities and young people. Tapping into the work on our stages and in our galleries, we offer thousands of free creative participation opportunities each year – nurturing new talent and developing creative professionals of the future.

So if that feels like something you want to be a part of.. read on!



WE'RE ON A MISSION

Vision

From the heart of Salford, we will be a leading example of how creativity enriches lives and makes our world a better place.

Mission

To inspire everyone with the confidence and freedom to engage and belong in a world of creativity.

Values

In it together

We are a team with ambitions, and we will achieve them through collaborative, respectful and ethical working practices.

Make it happen

We are focused, we are trusted, we are strong, and we deliver.

Spread the joy

We are warm and generous in our celebration and enthusiasm for a world of creativity – and all its immense possibilities.



HOW DO WE FUND OUR WORK?

As a not-for-profit organisation, and registered charity, all profit is ploughed back into our work. Whether you've bought a ticket to a performance, given an online donation, eaten in Pier Eight, bought a gift in our shop, or simply had a drink at the Tower Coffee Shop, you've helped support our charitable aims.

We receive just 6% of our income from public funds – Arts Council England and Salford City Council. The remaining income is generated from box office sales, commercial activities and fundraising. Our development team generates income from Charitable Trusts & Foundations, individual membership schemes (including Friends and Patrons) as well as from companies through our Quay Club Membership and corporate sponsorships.



ATTRACTION AND RECRUITMENT

The Lowry is committed to creating an inclusive workforce by reflecting and representing the diversity of Salford and the UK.

We want to attract the broadest range of talented people to be part of The Lowry - whether that is to work in our creative or support roles.

We particularly encourage applications from the following two people groups who are currently under-represented in our work force and in the wider performing and visual arts sector; those people who experience racism and marginalisation, including those from African, Caribbean, North African, LatinX, South Asian, East Asian and South East Asian heritage and their diasporas, those who are disabled, Deaf and neurodivergent or have long-term health conditions.

Candidates who identify as people in one or both of these groups and who demonstrate in their application that they already meet all of the essential criteria in the person specification can opt to be considered as part of The Lowry's guaranteed interview scheme. If you are invited to interview we'll ask you about any adjustments you may need, and if you are offered a role with us we will talk to you about any reasonable adjustments required to create a working environment where you will be supported to perform at your best.

To find out about any opportunities to work for The Lowry please visit our vacancies page <https://thelowry.com/about-us/jobs-volunteering/vacancies/>



STAFF BENEFITS

The role has a number of staff benefits including:

- Complimentary and discounted theatre and live event tickets
- Free car parking just a few minutes' walk from The Lowry building
- Generous annual leave entitlement and a paid day off for your birthday!
- Discounts at the bars, restaurant and gift shop located within The Lowry building



JOB DESCRIPTION

Post Title:

Department:

Reports to:


Contract Type:

Salary:

JOB PURPOSE



MAIN DUTIES AND RESPONSIBILITIES



CRITERIA	ESSENTIAL	DESIRABLE
SKILLS / ABILITIES	<p>A proactive approach.</p> <p>Ability to assess & articulate young people's progress and artistic quality.</p> <p>Excellent project management skills.</p> <p>Commitment to delivering high levels of customer care, pastoral care and mentorship.</p> <p>Excellent administrative and organisational skills including computer literacy and project planning tools.</p> <p>Prioritisation and delegation skills.</p> <p>A proactive approach to working independently and to relationship building.</p> <p>Working knowledge and understanding of Microsoft Word packages including Word, Outlook, Excel and Power Point</p> <p>Interest in Marketing and skilled in updating & managing online content, web content.</p>	<p>IT Skills: Audience View, Artifax, Microsoft Access.</p> <p>Updating web content management systems.</p>
KNOWLEDGE	<p>Knowledge of the Music and Dance/National CAT scheme.</p> <p>Understanding of good practice in dance education & training & the nurturing of young creative dance artists.</p> <p>Knowledge of regional & national dance initiatives offered to young people.</p> <p>Strong understanding of Safeguarding needs, issues and how to ensure best practice in pastoral care.</p>	<p>Understanding of the infrastructure of education & other agencies supporting young people.</p> <p>Understanding of online marketing tools.</p>
QUALIFICATIONS, TRAINING & EDUCATION	<p>Ideally educated to HE level in an arts degree or an equivalent training course.</p>	<p>First Aid.</p> <p>Safeguarding.</p>

	Willingness to undertake all necessary training as required.	
EXPERIENCE	<p>Experience of working in dance in an arts or educational organisation.</p> <p>Experience of devising & coordinating projects in dance, arts, charity, youth and/or education sectors.</p> <p>Experience of working with young people through the arts.</p>	<p>Experience of organising teams & groups to successfully deliver a project or initiative.</p> <p>Experience of working with young people from a variety of backgrounds.</p> <p>Experience of teaching talented young people in a pre-vocational setting.</p>
OTHER REQUIREMENTS	<p>Interest in the training and development of young people through dance.</p> <p>Flexible and adaptable approach to fulfilling the duties of the post, including a willingness to work regular evenings and weekends.</p> <p>Ability to travel.</p>	Carbon Literacy trained or passion for sustainability.