



Northern Roots – Arts & Culture Producer Job Description

Job Title: Arts & Culture Producer, Northern Roots

Salary: £32,234 - £34,728 dependent on experience

Contract: Fixed term, December 2021 to June 2022, 36 hours/week.

Organisation: Northern Roots (Oldham) Ltd, company no 11258080

Based at: Flexible working – Northern Roots office, Oldham and home working.

Summary:

Northern Roots is transforming 160 acres of urban greenspace, ten minutes from Oldham town centre, into a destination for learning, leisure and growing. The project aims to benefit the environment, and to improve the health, wellbeing and livelihoods of local communities.

Northern Roots is developing an arts and culture strand to complement the core offer of Northern Roots. With a strong focus on community arts engagement, Northern Roots will establish an innovative, inclusive and aspirational arts and culture offer, producing, commissioning, hosting and co-curating a range of cultural events on the site.

We are recruiting a dynamic and experienced Arts and Culture Producer to help develop an arts and culture strategy and commission and produce a number of projects on the site in 2022.

We are looking for someone with bold ideas; a demonstrable track record in producing creative projects for a range of audiences, with a variety of partner organisations; experience of developing community arts projects and working with young people (including NEET and hard to reach); strong budget and project management skills; and existing connections and relationships in the arts and culture sector in Oldham and the North West.

The role is part of a pilot project delivered in partnership with Positive Steps and Skills Mill and is funded by the Community Renewal Fund. The successful candidate will join a growing and dynamic team, working closely with the Communications & Engagement Lead.

This is a unique opportunity to shape an aspirational arts and culture offer from the ground up, for a green space transformation project that is now attracting regional, national and international attention.

Job purpose

To develop a five-year arts and culture strategy for Northern Roots; to design, commission, produce, deliver and evaluate a number of bespoke creative projects on the site.

Line Management responsibilities:

The post holder has no immediate line management responsibilities.

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KEY TASKS:

1. Develop an arts and culture strategy for Northern Roots, scoping aims, objectives, innovation, audiences, partnerships, funding streams, creation of an advisory board, types of project and artists to bring to the site, and phasing of implementation as the capital element of the Northern Roots project develops.
2. Design, commission, produce, deliver and evaluate a number of creative projects on the Northern Roots site. Projects will involve local communities, artists and creatives, and young people (including NEET and hard to reach young people), resulting in a number of events on the site. Projects will require a creative digital element and a legacy element.
3. Support the CRF Project Manager in project management and reporting activities, including assisting in the development of monitoring and evaluation systems and documenting, monitoring, and evaluating activity in line with funding requirements.
4. Support projects within Northern Roots' wider portfolio and assist the team members to deliver work programmes, events and surveys as the need arises.
5. Actively promote the equalities and diversity agenda in the workplace.
6. Undertake and assist in other duties as may be required from time to time commensurate with the grade of the post.

Holiday entitlement: 25 days holiday a year (excluding public holidays).

Employer Pension Contribution: 3%

Reporting to: Communications & Engagement Lead

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