

ARTISTIC DIRECTOR / JOINT CEO

Person Specification

The Live Theatre Board is seeking an inspirational Artistic Director (AD) / Joint CEO and leader with a significant track record of creating vibrant work in the cultural sector, open-minded about new approaches to making work and engaging with communities. You will want to build on the success of the current operation and ensure it thrives in a changing and challenging landscape. You will be comfortable with multiple priorities and will have a positive attitude toward risk.

Personal Qualities and Attitudes

- Ability to lead future artistic evolution of the company
- Ability to lead, support and inspire creative teams
- Personal investment in new work, new writing and writers
- Commitment to Children and Young People's engagement and participation
- Commitment to equal opportunities, environmental sustainability and cultural diversity
- High level of self-motivation, resourcefulness and a positive attitude
- Calm under pressure and ability to multitask
- Flexibility to work evenings and weekends as required
- Willingness to locate in the North East of England and engage with its communities

Skills and Experience

- Ability to select and develop a high quality coherent artistic programme
- Experience of managing a broad range of activities within a complex, well-regarded creative environment
- Ability to direct or identify directors, and commission writers and artists of the highest standards and greatest potential
- Capacity to attract, nurture and work with writers and other artists of calibre
- Understanding of theatre work across different scales and in different contexts; and programming for North East audiences including visiting companies
- Some demonstrable strategic planning skills, ideally including involvement in business planning and implementation
- Highly developed interpersonal skills, with proven ability to lead, inspire and motivate a team
- Experience of communicating with people from a wide range of backgrounds in person and in writing
- Advocacy skills, the ability to influence and champion - with partners, peers and audiences, nationally and ideally internationally
- Ideally, experience of recruiting staff and facilitating their professional development
- Some experience of negotiating contracts within the performing arts
- Experience of working with an exemplary voluntary board of trustees
- Understanding of marketing including use of social media
- Computer literacy and proficiency with databases and the Microsoft Office Suite

Job Description

Job Purpose:

Working closely with the Executive Director (ED):

- The AD will ensure the delivery and achievement of Live Theatre's mission to be one of the leading new writing producers and presenters in the UK
- The AD will lead the overall artistic planning, implementation and delivery of all aspects of the organisation's activities
- The AD will be accountable for the of the overall reputation and quality of Live Theatre; the excellence of its work, its reputation and recognition regionally, nationally and internationally

Line Manager: The Chair of North East Theatre Trust Ltd

Responsible for: Creative Producer, Children and Young Peoples' Lead, Production Manager, Technical Manager

Responsibilities:

Leadership

- a) With the ED, develop and review the vision and mission for the organisation in line with the charitable objectives of the company
- b) With the ED, oversee the creation and implementation of policies and strategies that deliver the vision
- c) With the ED, grow its reputation and profile as one of the UK's leading producers of new plays and new writing relevant to local and national audiences and grow its commitment to diversity
- d) To champion diversity, accessibility and equal opportunities
- e) To keep under review the objectives, outcomes and outputs of the company against the Business Plan
- f) To act as an ambassador and spokesperson for Live Theatre and its subsidiary companies

Creative Programme

- a) To review, refresh and develop the artistic programme at Live Theatre, in liaison with the ED, and the Board
- b) To commission new plays and, in the first instance, to negotiate with writers and agents for the rights to produce existing work
- c) To create productions for Live Theatre and, where appropriate, hire freelance directors, actors and artists to bring the highest possible creative standards to the organisation
- d) To oversee the development and growth of the Children and Young People's engagement and artist development programmes
- e) To ensure the coherence of the work of the Creative Programme team, and its relevance to Live Theatre's vision and mission
- f) To work closely with the Marketing and Communications team to promote Live Theatre and its work
- g) To review the artistic programme's content, taking account of feedback from stakeholders, audiences, peers and supporters.

Operation and Finances

- a) To support the ED in the creation and implementation of the Business Plan and for financial oversight, covering all aspects of the work of the charity and its subsidiary companies
- b) To work with the Board, to ensure best practice in governance
- c) To enable scrutiny, ratification and validation by Board and stakeholders
- d) To ensure compliance with all current legislation
- e) To champion the company's environmental strategies, ensuring sustainability goals are reflected in all aspects of the company's work
- f) To observe the company's Health and Safety policy and to cooperate with the company to enable compliance with any duty imposed on it by law and best practice
- g) To communicate with Live Theatre staff to ensure that accurate up-to-date and timely information is passed to staff, customers and partners

Partners

- a) To position and champion Live Theatre with key stakeholders such as Arts Council England and Newcastle City Council and other major public funders, trusts and foundations
- b) To further deepen with partners Live Theatre's placemaking role in the city and region
- c) To maintain and develop partnerships with individuals and organisations in the creative, public, private and charitable sectors
- d) To assess and develop collaborations and co productions, on a local, national and, where appropriate, international level
- e) To deliver projects, events or lectures with our chosen partners
- f) To keep abreast of national and international trends and best practice in the development of new work
- g) To build and maintain positive working relationships with artists, partners, individuals and organisations in the wider creative, cultural, public, private and charitable sectors locally, nationally and internationally

People

- a) To create a productive and empowering working environment that allows staff to perform at their highest potential and identify training and development needs to support their professional development
- b) To agree and monitor annually strategic objectives with senior management team
- c) To manage staff effectively providing direction, guidance and review and taking action as necessary
- d) To lead the Creative Team and on the recruitment of key staff
- e) To take personal responsibility, supported by the Chair, for their own continuous professional development, learning and training
- f) To support the recruitment of staff across the organisation
- g) To be responsible for taking any disciplinary action in line with Live Theatre's policies

Other

- a) To ensure equality, inclusion and diversity are at the core of their working practices
- b) To undertake other tasks and duties as may reasonably be requested