

Engagement and Partnerships Lead

Role Profile

The Engagement and Partnerships Lead is a refreshed leadership role within the Live Theatre team, reporting directly to the Artistic Director/Co-Chief Executive, aimed at enabling us to deliver world class engagement, expand our reach to new communities and identify both strategic and commercial partnerships and projects in education and training. We are looking for an entrepreneurial individual with a growth mindset who excels at pursuing opportunities to benefit their organisation. They should have demonstrable sustained experience of managing staff and contributing to organisational strategy. The role will be central in furthering Live Theatre's civic and cultural role both within the North East and beyond.

The role is underpinned by Live Theatre's four key values:

Care for Live Theatre's team, participants, communities and brand

Integrity in how we manage and develop our relationships with partners and stakeholders

Adventure in seeking new avenues and opportunities to grow our income and reach

Openness to bring in new ideas and influences to improve our work and impact

Key Responsibility 1: Strategic Leadership of Engagement & Learning

- Lead the vision, strategy and delivery of Live Theatre's Engagement & Learning programme across all ages and communities in consultation with the Creative Associates.
- Staff management of the Learning and Engagement Team including leading regular team meetings, objective setting and annual appraisals (currently two Senior Creative Associates)
- Translate the Business Strategy into a clear Engagement & Learning plan with artistic, social and financial objectives.
- Ensure all activity aligns with Live Theatre's mission, values, safeguarding policies and commitment to equality, diversity and inclusion.
- Position Engagement & Learning as a core strand of Live Theatre's artistic and civic identity.

Key Responsibility 2: Income Generation & Business Development

- Develop and deliver earned income targets for Engagement & Learning activity, in line with the Income Generation Plan.
- Identify, negotiate and manage contracts and partnerships with:

- Schools
- FE and HE institutions
- Local authorities
- Cultural, community and third-sector organisations
- Businesses and professional bodies (training, facilitation, leadership, communication)
- Design scalable income generating offers including:
 - Education programmes
 - Creative skills and for businesses
 - Professional development and facilitation for creatives and teachers
- Work with Finance and the Co-Chief Executives to ensure pricing, contracts and delivery models are sustainable and costed accurately.

Key Responsibility 3: Programme Design, Quality & Impact

- Ensure all Engagement & Learning programmes are:
 - Artistically rigorous
 - Relevant to participants
 - Responsive to community needs
 - Designed with clear outcomes and evaluation frameworks
- Oversee monitoring, evaluation and reporting to demonstrate:
 - Social impact
 - Educational outcomes
 - Value for money
- Use insight and data to adapt programmes and inform future development.
- Contribute to organisational storytelling around impact for funders, partners and audiences in partnership with the Fundraising and Development Manager.

Key Responsibility 4: Partnerships, Profile & Advocacy

- Build and sustain strategic partnerships locally, regionally, nationally and internationally.
- Act as an advocate for Live Theatre's engagement practice, representing the organisation in sector networks.
- Work with Marketing & Communications to:
 - Increase visibility of Engagement & Learning work
 - Support recruitment, sales and partnerships

- Contribute to digital content and storytelling
- Keep abreast of best practice in creative engagement, education and cultural participation.

Key Responsibility 5: Team Leadership & Capacity Building

- Lead, manage and develop the Engagement & Learning Team (see also KR1)
- Oversee the management of freelancers and volunteers.
- Set clear objectives, manage performance and support professional development.
- Foster a culture of ambition, collaboration, care and accountability.
- Ensure safeguarding, wellbeing and best practice are embedded across all activity as the Deputy Safeguarding Officer.
- Take personal responsibility for continuous professional development.

Key Responsibility 6: Governance, Planning & Reporting

- Set annual objectives and delivery plans, agreed with the Co-Chief Executives.
- Set manage and reforecast budgets and resources for Engagement & Learning activity.
- Prepare regular reports for the Co-Chief Executives and Board, including:
 - Income performance
 - Participation and impact
 - Risks and opportunities
- Contribute to organisational planning, risk management and strategic review.

Main Terms and Conditions of Service:

- Salary: £37, 000 FTE per annum, dependent on experience.
- Hours: Monday – Friday 40-hour week. You may be required to work the occasional evening or weekend.
- No overtime payments are available. Live Theatre operate a time off in lieu system.
- Holidays: 33 days per year including Bank Holidays.
- Live Theatre operates a contributory pension scheme.
- This post is subject to a six-month probationary period.
- This post is subject to a 12 week notice period.

Benefits:

- Complimentary or discounted tickets to selected shows (non-transferable and subject to availability)
- 20% discount at Live Theatre's bar
- Discounted tickets to Newcastle Gateshead Cultural Venues subject to T&Cs
- Employee Assistance Programme which includes access to counselling, legal information, bereavement support, and online CBT support.

- Annual travel pass purchase scheme
- Cycle to Work scheme

To apply, please send a copy of your CV and a covering letter highlighting how your skills and experience would make you a suitable candidate for the role. Please send these to jobs@live.org.uk to be considered for the role.

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