

LEARNING & PARTICIPATION MANAGER (Maternity Cover)

An exciting opportunity has arisen to join one of the UK's leading independent dance companies at a pivotal moment as we rebuild and restart our busy learning and participation programme post pandemic.

As our learning and participation programme grows across the city, regionally, nationally and internationally, we are seeking to appoint an enthusiastic, creative and dynamic manager to lead this ambitious programme over the next 12 months and during an exciting time in the company's development.

This key role within the organisation will take a hands-on approach in managing the existing learning and participation programme as well as seeking new opportunities to support our strategic vision to develop, expand and increase the impact and reach of our work.

The successful candidate will have proven experience of project management skills across community and educational settings with a commitment to delivering quality and excellence across all aspects of their work. We are looking for a creative and strategic thinker, who can work collaboratively across the whole company, and with external partners.

A strong communicator, good time management skills and a flexible approach, the successful candidate will be a team player with the ability to work well under pressure within a fast paced and growing organisation.

Company Chameleon believe that diversity strengthens and enriches us, and that it is our responsibility to make the arts and cultural sector a more diverse and equal place. We are committed to building a culturally diverse workforce and therefore strongly encourage applicants from different backgrounds to apply and welcome applications from all people who are underrepresented in our sector.

Please note this position involves working with children and young people, therefore the appointment will be subject to an enhanced Disclosure & Barring Service check.

To Apply:

To apply for this position, please send your completed application form, marked **Learning & Participation Manager – Private & Confidential** to info@companychameleon.com

Closing Date: 5pm, Friday 25th June 2021

Interviews: Week commencing 5th July 2021

Location: Manchester / Online

For further information about Company Chameleon visit:

<http://www.companychameleon.com/>

If you have any questions about this position, please contact:

sam@companychameleon.com / +44 (0)7706 896 539

LEARNING & PARTICIPATION MANAGER (Maternity Cover)

Contract: 12-month fixed term contract

Location: Manchester, UK

Salary: £25,000 - £27,000 (dependent upon experience)

Holidays: 25 days per annum plus bank holidays

Hours: 37 hours per week

Responsible to: Co-Artistic Directors and General Manager

Responsible for: Dance Development Artist

Job Purpose

The Learning & Participation Manager will lead the learning and participation programme for Company Chameleon, maintaining and developing an ongoing long-term strategy and programme of engagement that reflects artistic vision of the company.

Key Responsibilities

- To work with the Co-Artistic Directors to ensure that the learning and participation programme fully integrates and links to the artistic programme.
- To lead on the implementation and development of the learning and participation strategy in collaboration with the Co-Artistic Directors and General Manager.
- To develop strategic partnerships and relationships with local authorities, arts organisations, touring venues, agencies, funding bodies, schools and community groups to ensure the company's programme reaches a wide audience.
- To oversee all aspects of devising and delivering the various projects and initiatives which make up the learning and participation strategy.
- To maintain a working knowledge of dance practice, engagement and education practice and policy.
- To directly manage the Dance Development Artist and to offer support and oversee the development of the company's Associate Artists and Apprentices.

- To manage recruitment, induction, ongoing training and evaluation of any freelance practitioners working within the learning and participation programme.
- To contract all dance practitioners and other freelance artists for workshops and projects and to lead on communication with them to ensure they are fully briefed on any work undertaken as a representative of the company.
- To act as Company Chameleon's designated Safeguarding Officer.
- Regularly review that all activity conforms to financial, legal, statutory policies such as Child Protection, Safeguarding and to ensure best practice is always in place when working with young people and / or vulnerable adults.
- To ensure DBS checks are completed for all artists employed.
- To work with marketing staff on all learning and participation communication to ensure suitable publicity and promotional material is produced and distributed to promote the learning and participation programme, including the development of online content.
- To contribute to funding applications when required, and to actively seek new fundraising opportunities to support the ongoing development of the learning and participation programme.
- To ensure thorough and effective evaluation of workshops and projects and ensure feedback is incorporated in future planning.
- To establish evaluation and documentation systems and to collect data and prepare written reports for the board and funders which respond to the programmes KPI's and targets.
- To create and manage budgets for the learning and participation programme and to report progress on a regular basis with senior management colleagues.
- To attend board meetings as requested.
- To represent Company Chameleon at national networks, relevant conferences and events and be an advocate for this programme of work regionally, nationally and internationally.
- To attend Company Chameleon performances and events.
- To work collaboratively and supportively with all members of the team.
- To work evenings and weekends as appropriate.

Person Specification

Essential

- Educated to degree level or equivalent.
- An up to date knowledge of the UK dance sector.
- Ability to lead, manage and motivate a team, including freelance staff and volunteers, ensuring high performance.
- Experience of devising and delivering successful youth dance, educational and community dance initiatives.

- Experience of working with young people within an arts environment, in a management position.
- A solid up to date training in safeguarding procedures and safe dance practice as related to working with children, young people and vulnerable adults.
- Understanding of the barriers to arts engagement.
- Experience of fundraising and writing funding applications.
- Understanding of monitoring / evaluation systems and frameworks and experience in writing reports.
- Sound financial skills and a proven ability to set and manage budgets and work to financial targets.
- Good IT knowledge including Word, Excel and experience of using CRM systems.
- Excellent verbal and written communication skills, for a variety of audiences.
- Strong organisational and time management skills with clear attention to detail.
- A commitment to the principles of equal opportunities and diversity and the application of these throughout all activities.
- Ability to work on own initiative and as part of a small, busy team.
- Ability to work efficiently and effectively under pressure to meet deadlines.
- A flexible, collaborative and conscientious approach to work.
- A positive, friendly and professional attitude.
- A willingness to be flexible with working hours which will include some evening and weekend work.

Desirable

- A minimum of 3 years' experience of delivering learning and participation / education programmes within an arts environment.
- Knowledge and experience of cross sector working.
- Strong interest in contemporary dance.
- Knowledge of dance sector in Manchester and Greater Manchester.
- Experience of line managing other staff members.
- Excellent interpersonal skills with the ability to relate to a wide variety of people.
- Full UK driving licence and access to a car.

About Company Chameleon

Based in Manchester, Company Chameleon is a touring dance theatre company, which produces inspiring and original productions that tour across the UK and the world. Company Chameleon began when Anthony Missen and Kevin Edward Turner met at Trafford Youth Dance Theatre in the mid-1990s. Two ordinary lads from Manchester, they shared an ambition to dance professionally for a living. After developing their talent at Trafford, they went on to train at the Northern School of Contemporary Dance, and after graduating travelled extensively to work with some of the most innovative dance companies and choreographers in the world. They returned home to Manchester in 2007, to achieve their goal of setting up their own dance company in their home city, and Company Chameleon was born. Today, Company Chameleon tour internationally to wide acclaim and perform over fifty indoor and outdoor performances a year. In 2019, Company Chameleon welcomed Dame Darcey Bussell on board as the Company's first-ever Patron.

Learning & Participation

Learning and participation is an integral part of the Company's approach. Everywhere the Company performs, they lead a dance class or workshop. As a result, Chameleon has introduced thousands of people, from countries all over the world, to a different side of dance and movement. From beginners' creative sessions in schools through to professional level company classes at their studio, Company Chameleon remains committed to delivering inspiring and impactful opportunities all year round.

The Company's learning and participation aims mirror those of the professional work: to attract, nurture and develop talent. The Company have developed a strategic approach to their learning and participation offer, to enable anyone no matter what their previous engagement in dance, to interact with the company and access high quality dance experiences.

Professional Development

As part of Company Chameleon's continued commitment to support the next generation of dance artists and professionals residing in the region, Chameleon offers a variety of training and development opportunities with the company. In 2018 Company Chameleon, established its Associate Artist programme, supporting the artistic development of selected emerging artists based in Greater Manchester.

Education

Company Chameleon have developed a formidable reputation for delivering transformative education work. Working across all key stages,

in addition to further, higher and vocational educational settings, the Company's outstanding education work is delivered with a central aim of providing an engaging, instructive and enjoyable experience for all. Packages are delivered both within and outside of the curriculum, as one-off workshops, longer-term residencies or as part of an after-school programme. The Company offers Teacher CPD and INSET opportunities along with student placements with the company. Company Chameleon also offers education partnerships, providing schools, colleges and universities year-round engagement with the company.

Touring Workshops

Company Chameleon lead workshops and intensives in tandem with the national and international touring programme. Workshops provide participants with a unique insight into the Company's work. Sessions are closely linked to the current repertory, offering participants the chance to learn original movement vocabulary from the production, along with the opportunity to explore some of the choreographic processes used in the production's creation.

Projects

From dancing in prisons and libraries to exploring mental health through creative movement in schools, Company Chameleon deliver a broad range of bespoke projects all driven by our belief in the transformative power of dance.

Studio Classes

Based at home studio in East Manchester, the Company offers a variety of classes, workshops, holiday clubs and intensives. From the Saturday Sessions – our fun, physical and interactive programme of dance classes for young people, age 4-16 to our Pro and Company Classes for professionals in the region, our growing studio programme of accessible classes offers something for everyone to get involved in!

Chameleon Youth

Based in Central Manchester and launched in 2016 by Company Chameleon, Chameleon Youth is the only youth dance company in Manchester that is part of a professional dance company. Youth company members are taught by professional dance artists and benefit directly from the knowledge and experience gained through worldwide professional touring and performance. Chameleon Youth is entry via audition and the annual programme offers its members the opportunity to train weekly with Company Chameleon's professional dance artists, create work collaboratively with guest choreographers, grow individuality as young dance artists and perform throughout the year at high profile theatres and outdoor festivals.