

Creative Spaces Associate **JOB PACK**

Overview

Housed within the Stove's community venue, Creative Spaces is our programme of activity at The Stove run with, for, by and about young creatives in the region.

It's many things. Fuelled by experimentation and play, Creative Spaces is about working collaboratively to engage, inspire, provoke and provide both experiences and opportunities for young people locally. So whether it's workshops or live events, film screenings or street art, Creative Spaces is all about giving young people the opportunity to take part in the arts, to work with people to grow and engage communities in realising ideas through imaginative and inspiring activities, supported fully by the Stove Network team.

As part of our Creative Spaces programme we have three paid **Creative Spaces Associate** opportunities to join The Stove team for a period of 10 months (May 30th 2022 – March 31st 2023). As a Creative Spaces Associate you will work with us on professional arts projects as well as develop your own creative work through self-reflection, programming and production. You will be supported to learn and deliver work as part of our programme, joining the project teams for [Nithraid](#), [Wild Goose Festival](#) and [Creative Spaces](#) as well as developing an individual project leading to a showcase event in March 2023.

Creative Spaces Associates will have access to the relevant experience and skills of The Stove team and our partners including: one on one support and mentorship, project delivery and production support as well as flexible payment and working formats that can be responsive to differing needs and working approaches.

This opportunity is open to those wishing to develop and grow a creative practice*. You do not need to define yourself as an 'artist' or 'creative' to apply for this opportunity as long as you are under 30, have an interest in working with people and communities in an interesting way (see *About The Stove* below) and have some form of creative work you wish to develop and grow. It does not require you to have studied and is open to those from all backgrounds and disciplines.

**We define 'creative practice' as anything from photography, to drawing, cookery, theatre and activism. Try us!*

About The Stove

The Stove Network (TSN) is an arts and community organisation that uses arts and creativity to enable communities to vision, create and enact new futures for themselves and their places. As a membership organisation, at the core of our mission is an understanding of arts not as something solely for an 'arts audience' but rather as a vital contribution to society on all fronts. TSN has a venue on Dumfries High Street, in the South of Scotland, which acts as a hub to work across the wider region. We work closely in partnership with other arts organisations, the local authority, enterprise agency, education, health, community groups, local businesses, and charities to grow meaningful change in places and communities. Initially this work was focused within Dumfries town

centre itself, but as the organisation has grown, our focus and reach has become region-wide.

Our **vision** is to make Dumfries and the wider region a place where communities thrive through collaboration, enterprise and risk-taking; a place where everyone is supported to be involved creatively, and to take part in the celebration and making of our culture.

Commitment and Fees

This is a paid development opportunity. Associate Artists will receive a monthly stipend of £560. Fees are based on a commitment of approximately 80 days over the 10month period (8 days per calendar month at a day rate of £70).

Time commitments will include a combination of regular hours (to be negotiated with you) and some flexible working across projects (evenings, weekend work). You will be required to attend weekly meetings on Monday mornings, Creative Spaces Team meetings every Thursday and take part in project development and delivery of work across our programme. We will support you to take a self-directed approach to managing your time alongside your other work/life commitments and identifying the opportunities that you wish to develop further.

Key Responsibilities:

- Participate as a new collective in creative and programming sessions with our Emerging Producer to co-develop and deliver the Creative Spaces programme of activity
- Take part in induction and training sessions to develop your creative and community engagement work
- Co-develop engagement and development activities for, and with, other young creatives in Dumfries and Galloway
- Support communications and marketing across the Creative Spaces programme (with the support of the Head of Communications and Engagement and our Emerging Producer)
- Monitor and evaluate the Creative Space programme of activity, including event details, participation/audience numbers, demographics, etc
- Develop and deliver an individual project as part of our Creative Spaces programme

Desired Experience:

- Good written and verbal communication skills
- Relative IT skills
- Interest and/or experience in the creative industries and community work
- Interest and/or experience in working with other people
- Ability to self-manage your own workflow

Person specification:

- Adaptable
- Engaging
- Creative

Commitments:

- Weekly Projects meeting (Full Stove Team)
- Weekly Creative Spaces meetings with Emerging Producer
- Fortnightly check-in with Stove Partnerships and Project Development lead
- Stove Creative Monthly's
- Dark Time - quarterly
- Own Professional Dev. Support/CPD - monthly

Support and Training

Support and training will include initial Induction sessions (see *Key Dates for Induction Sessions*), training in creative development and production of work and community engaged practice as well as an element of self-led research and documentation of your own professional development (Blog writing etc.). You will have access to the Stove building, provided with hot desk space and access to a desktop computer should you not have your own available. Additional funds are available to support accessibility as required. Please let us know of your accessibility requirement to take up this opportunity and also any additional support required as part of your application (See *Application Process*).

Information Session and Showcase Event

We will be running an information session with some of the Stove and Creative Spaces support team. This evening event is for anyone who is interested in finding out more, not just those who wish to apply. There will also be a Creative Spaces Showcase Event where you can hear from our last team of Associates about their journey over the past 10 months as well as other young professionals across the region

INFORMATION SESSION: Thursday 21st April 19:00 – 21:00

<https://thestove.org/event/creative-spaces-information-evening/>

SHOWCASE EVENT: Thursday 28th April 19:00 – 21:00

<https://thestove.org/event/creative-spaces-showcase/>

We strongly advise that you come to these sessions as it will give us a chance to meet you and you a chance to hear a bit more about our Creative Spaces Associates opportunities and decide if they are right for you at this time.

Please let us know if you would like to attend these sessions but require additional support such as BLS interpretation or require another form of accessibility support required.

How to Apply

Deadline for Applications: Sunday 1st May, midnight

Please provide a CV and covering letter of no more than 500 words, identifying what interests you about this opportunity, why you feel you are suited to the role and any aspects you hope this opportunity will help you to develop.

(you can submit this written or in video format with the maximum video length being 5 mins).

Please send by email to info@thestove.org (max file size of 5MB) with heading **Creative Spaces Associate**

We are happy to provide you with the interview questions prior to your interview. Please ask us for these if you are shortlisted.

The Stove Network is committed to creating a positive and inclusive environment where everyone feels respected and valued. We are an inclusive organisation and believe our work will be stronger with greater diversity and, as such, we welcome applications from those who bring a difference to our team. We welcome the whole person to work, and understand that each of us bring our experiences, our backgrounds, and our own unique lens to what we do.

We encourage applications from all backgrounds and particularly welcome applications from those who are currently under-represented within the sector, including those from black and minority ethnic backgrounds, disabled candidates, LGBTQI+ and/or those from a low socio-economic background or requiring flexible working arrangements

Interviews

Interviews will be held in person at The Stove on Wednesday 11th May

By applying you are deemed to be making yourself available for interview on this date, please let us know however in your application should you need to arrange a different date

Key Dates

Lead up Events, in person at The Stove

Information Session (Rm2) Thursday 21st April 19:00 - 21:00

Showcase Event (Stove Café) Thursday 28th April 19:00 - 21:00

Deadline for submission

Sunday 1st May at midnight

Shortlisting, we will contact you on

Wednesday 4th May

Interviews, in person at The Stove

Wednesday 11th May

Selection Announcements

Monday 16th May

Start Date

Monday the 30th May

Creative Spaces Associate (start-finish) 30th May 2022 - 31st March 2023

INDUCTION and TRAINING:

Stove Induction:	Tuesday 31 st May	10:00 - 14:00
Training	Wednesday 1 st	10:00 – 18:00
	Thursday 2 nd	09:00 – 14:00
	Friday 3 rd	10:00 – 14:00

You need to be available for this training as part of the commitment in application

Priorities and Working Criteria

Creative Practitioner/Artist - We define a creative practitioner/artist as anyone who uses or wishes to develop creativity in their work be they visual artists, makers, writers, performers, filmmakers, designers. You do not need to define yourself as an 'artist' or 'creative' to apply for this opportunity, as long as you have an interest in working with people and communities creatively and have some form of working practice that you wish to build on. We do not require you to have studied and are interested in applications from all backgrounds and disciplines. You do not have to demonstrate an established body of work, we ask only that you express to us why taking up this opportunity now will support you to make the next step you require as an emerging young creative.

Under 30's – This position is funded specifically to open up opportunities for under 30's and as such we wish to contract someone within that demographic for this position. To apply you must be under 30 at the time of application.

Local connections – We are interested in supporting and growing the creative opportunities for young people locally with this work and as such this position requires that you have strong local connections and knowledge.

Inclusion and Diversity - An optional [Equalities Monitoring Form](#) will be included in the project application. We are committed to ensuring that these opportunities are as accessible as possible for everyone. If you have any questions or suggestions regarding the accessibility of the project, please contact us.