

Job Title

Creative Producer

Contract and Hours

12 Months, Fixed-Term

28 Hours Across Four Days

Start Date

Monday 4th August

Rate of Pay

£26,000 - £30,000 Pro Rata

Dependent on Experience

Location

The Stove, Dumfries

→ Job Outline

We're looking for a passionate Creative Producer to join our talented creative team. This is an exciting opportunity to lead on the delivery of Stove projects and programmes that spark participation, foster collaboration and celebrate the creativity of our region. You'll be working in a dynamic and supportive environment, helping to shape an ambitious programme that reflects the diverse communities of South-West Scotland and supports the next generation of creative practitioners.

The Creative Producer will join the creative team at The Stove working under the direction of our Artistic Director. They will take the creative lead on delivery of a series of projects within The Stove core programme, work as an assistant to the Artistic Director on major Stove-led creative projects and join multi-disciplinary teams working on delivery of projects commissioned from The Stove. The role will suit someone with a background in public/socially engaged creative practice who can demonstrate strong collaborative working and experience of managing the delivery of projects (for their own projects and/or involving others).

→ About The Stove

The Stove is a leading creative organisation rooted in Dumfries and Galloway, pioneering socially engaged arts practice and community-led regeneration. Based in our community venue at 100 High Street, Dumfries, The Stove is the UK's first artist-led Development Trust and a central hub for regional creative placemaking.

Since 2011, we've worked with individuals, groups, and partners to co-create projects that champion inclusion, wellbeing, and sustainable local futures. Our mission is to use creativity as a catalyst for change—supporting people to reimagine and shape the places they live. Whether through public art, community events, cultural festivals or skills programmes, we place local voices and lived experience at the heart of our work.

## → Key Responsibilities

### **Creative Lead on Stove Core Programme**

Working as part of a team including Production/Venue, Marketing and Finance to co-design activities and work with the creative freelancers who will deliver them. Examples include:

#### → Creative Spaces

The Stove's annual programme comprising three 10-month internships in community arts for emerging creatives from 18-30 years of age. Creative Producer to hold overall responsibility for Creative Spaces and direct oversight of Creative Spaces Associates.

#### → Print House

In 2025 The Stove opened a community print room off Dumfries High Street, this is based around a Risograph printer and is the base for funded projects working with local groups (eg New Scots) on community journalism projects. Creative producer to lead on Print House projects working with creative freelancers on direct delivery.

#### → Stove Cafe Programme

Creative Producer will provide creative support and guidance to groups/regular events that are part of The Stove core programme such as WRITE! (a writers group) and Sonic Labs (a music group working with improvisation). Regular events include Gaither Inn (themed creative discussions) and Behavin' (cabaret style event including open mic section)

### **Assistant to Artistic Director on Major Stove Projects**

The Stove works at the cutting edge of socially-engaged arts practice, working with community groups to co-design and deliver original temporary public art projects. Projects such as Hear|Here (three year initiative highlighting a less-heard community group each year – year one = Travelling Showpeople) are led by our Artistic Director and the Creative Producer will work as their assistant from concept to delivery.

### **Team Member on Stove's Commissioned Projects**

A growing part of The Stove's creative practice is to design and deliver community-based arts projects that support larger regeneration initiatives such as Stranrær's waterfront regeneration and Creative Cærlaverock, commissioned by Historic Environment Scotland. The Creative Producer will work as part of multi-disciplinary teams at The Stove playing a role in the design and delivery of creative activities and projects within these larger projects.

## → Person Specification

### Essential

#### **Project Management & Professional Experience**

- Demonstrated experience managing creative projects from concept to delivery.
- Strong track record of working with artists, creative teams and multiple partners.
- Strong organisational skills, including planning, scheduling, and budgeting.
- Ability to manage multiple projects simultaneously under tight deadlines.
- Experience managing project budgets and producing financial reports.
- Knowledge of impact measurement, community feedback methods, and reporting.
- Excellent written and verbal communication skills.
- Experience working collaboratively in multi-disciplinary teams.
- Awareness of risk assessments, safeguarding protocols, and working safely with vulnerable groups.
- Ability to work flexibly and respond effectively to challenges or changes.

#### **Creative & Community Practice**

- Background as an artist, performer, or other creative practitioner.
- Experience working in participatory or community-based arts contexts.
- Ability to engage diverse communities with sensitivity and respect.
- Genuine interest in the power of the arts to create positive social change.

#### **Values & Inclusive Leadership**

- Demonstrated understanding and commitment to inclusive practices and social justice.
- Commitment to equity, diversity, and inclusion.
- Passion for arts and community development.

### Desirable

#### → **Experience in a Not-for-Profit Environment**

Familiarity with the governance, funding, and operational contexts of third-sector organisations.

#### → **Fundraising and Bid Writing**

Experience contributing to or leading successful funding applications

#### → **Digital and Social Media Skills**

Experience using digital tools to promote and document projects.

#### → **Knowledge of Local Cultural Ecosystem**

Understanding of the region's cultural landscape and community dynamics.

#### → **Driving Licence**

Access to own transport for travel across the region.

### → Rate of Pay & Conditions

- £26,000 - £30,000 pro rata, dependent on experience
- 28 hours per week across four days
- 12 months, fixed-term
- This is an in-person role, working with our team at our headquarters based in Dumfries town centre with projects across Dumfries and Galloway
- Reporting to The Stove's Artistic Director

### → How to Apply

- A CV outlining your skills and experience
- A letter outlining your interest, relevant experience and approach to the role
- Up to five examples of past work to support your application
- We ask that you send nothing bigger than 10MB

Please email your application to [info@thestove.org](mailto:info@thestove.org)  
[Optional Equal Opportunities Form](#)

**Deadline** 9am on Tuesday 1st July

**Interview Date** Thursday 10th July

By applying for this role you are declaring yourself available for this date

### → Applying in a Way That Works for You

We want our application process to be as inclusive and accessible as possible. We welcome you to communicate with us in whatever way feels most comfortable and natural to you. If you have any questions—about the application, the role, or anything else—please don't hesitate to get in touch at [info@thestove.org](mailto:info@thestove.org)