



2 x Part-Time Youth Arts Coordinator/s Application Pack (Music and Wellbeing + Technology and Production)

Thank you for your interest in the post of our part-time Youth Arts Coordinator for Cumnock Arts Makes People Smile.

This pack contains all the information that you need to understand what we are seeking in a candidate, what the role entails and the skills and experience we are seeking from our successful applicants.

If you would like an informal and confidential conversation about the post, then please email Dale Parker at arts@camps.me.uk

To submit an application you are required to complete and return the following by email to recruitment@camps.me.uk

- An up to date CV
- A completed application form
- Equalities and Monitoring form

Salary: £16,500 per annum (pro rata, 0.5 FTE, £33,000)

Application deadline: Monday 27th January 2025, 2pm

Date for interviews: Interviews will be held the week beginning 3rd February 2025. Please let us know if there are any dates that you are not available.

Part of the interview process will be a 10-minute presentation on the following:

CAMPS' Youth Values are Collaboration, Yes to Life!, Mutual, and Thriving. These values guide everything we do as a small, relationship-focused arts organisation serving a rural community. Drawing on your skills, experiences, and understanding of our values, how would you contribute to fostering these principles in your work? Specifically, how would you:

Encourage collaboration within a small team and with our community partners?

Bring a positive, life-affirming approach to engaging with young people through the arts?

Strengthen mutual relationships between CAMPS, young people, and the wider community?

Support opportunities for our organisation and its participants to thrive creatively and sustainably?



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Youth Arts Coordinator, Cumnock Arts Makes People Smile

Fee: £16,500 per annum (pro rata, 0.5 FTE, £33,000)

Length of contract: 2 years (extension depending on funding)

We are looking for an inspirational, dynamic, creative, hard-working thinker to become our first Youth Arts Coordinator.

You will have a passion for the arts and its transformational power on young people and places. Your natural flair for cultural administration, the ability to create and coordinate high quality cultural programmes; combined with motivational leadership qualities, is what we need to deliver our vision.

The successful candidate will thrive on the challenge of ensuring long-term sustainability within the youth arts provision in Cumnock and Doon Valley, bringing industry leading arts experiences and artists to unexpected places, and will have the courage to lead these projects into CAMPS' next phase of growth and development without losing sight of our artistic vision, values and history.

This is a great opportunity for an ambitious self-starter to work with a small dedicated team, a supportive board of trustees, and a fantastic group of volunteers..

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- Equalities and Monitoring form

Salary: £16,500 per annum (pro rata, 0.5 FTE, £33,000)

Application deadline: 27th January 2025, 12pm.

Date for interviews: Interviews will be held the end of week beginning 3rd February 2025. Please let us know if there are any dates that you are not available.

CUMNOCK ARTS MAKES PEOPLE SMILE

CAMPS' inspiring mission is to ensure those in the community can contribute to the arts in a safe, nurturing and relationship-focused environment to promote experiences that benefit wellbeing and improve the quality of life for all.

We intend to be one of the Scotland's most respected and innovative place-based community arts organisations by providing uplifting experiences, creating thrilling audiences, contributing to learning, connecting with communities and contributing to local regeneration and local economy.

BACKGROUND

CAMPS is a Scottish Charitable Incorporated Organisation, founded and established in 2000 by local people.

We launched our programme of activities in 2000, establishing an annual programme of productions which have grown into the wide range of community arts activities and opportunities that we have today.

The charity's name was inspired by what we want to do – make people smile. This is founded upon our core values of Achievement, Resilience, Togetherness and Self-Expression. These values form the following:

Our reason for Being:

- To ensure those in the community can contribute to the arts in a safe, nurturing and relationship-focused environment

Our Driver:

- Is people

Our Vision is to:

- Be the place where people from across different communities thrive, creating a sense of togetherness.
- Become the hub for creativity in the Cumnock area through arts and community education.

Our Aim is:

- For people to progress beyond their expectations through our core values: Achievement, Resilience, Togetherness and Self-Expression.

THE PERSON

We are seeking to appoint our first Youth Arts Coordinator's (2 part-time posts), who will have a proven track record and flair for cultural administration and project planning, coupled with a passion for the arts and the ability to relationship meaningful and lasting relationships with local people.

We are seeking someone at the top of their game, who can contribute motivational qualities for our team to deliver our ambitious vision and strategic aims.

The Youth Arts Coordinator will lead CAMPS' youth arts provision with passion and pragmatism. They will be a champion and advocate; inspiring young people, parents and other local organisations to invest emotionally and artistically in our work. They will have the ability to share responsibilities appropriately for organisational efficiency, partnership work, artistic and business planning across a small team.

The successful candidate will thrive on the challenge of ensuring the long-term sustainability of youth activities and have a thirst for raising the local profile of our work. We are looking for someone with the courage to lead youth initiatives into the next phase of its development without losing sight of our artistic vision, values and history.

JOB DESCRIPTION

POST:	2 x Youth Arts Coordinator posts (part-time, initial funding of 2 years) – a Music and Wellbeing post and a Technology and Production post
REPORTS TO:	Creative Director
RESPONSIBLE FOR:	Coordinating the youth arts activities within CAMPS, its staff, volunteers, and services, ensuring they are in accordance with our Aims and Objectives.
PRINCIPLE PURPOSE:	To inspire, lead, coordinate and create the conditions for the long-term sustainability of the youth arts activities within the organisation.
SALARY:	£16,500 per annum (pro rata, 0.5 FTE, £33,000)

Job Overview

The Youth Arts Coordinator will be responsible for developing and delivering focused engagement and participation for young people from within arts-based activities across the Cumnock and Doon Valley area. This will entail working closely with the CAMPS team, their respective affiliated groups and other local arts and wellbeing-based groups within the area.

Specialist Knowledge, Expertise, and/or Experience

Experience of learning, educational or local authority arts contexts as well as experience and understanding of the community, health and wellbeing and the arts sector in Scotland.

Responsibilities and Duties

- Coordinating the youth arts activities within CAMPS, its staff, volunteers, and services, ensuring they are in accordance with our Aims and Objectives.
- Promoting awareness of CAMPS and opportunities for youth participation and engagement locally among diverse communities and organisations.
- Building sustainable networks and collaboration between CAMPS and local, diverse communities and groups.
- Facilitating arts-based activities, workshops and projects for young people within the Cumnock and Doon Valley area.
- Identify gaps and mitigate barriers to youth engagement and participation for those in the community.
- Organise training seminars/information sessions for parents/guardians to enhance their awareness of the youth programmes within CAMPS to build a relationship-focused approach to participants and development.
- Prepare monthly reports on development and the impact of projects.
- Represent CAMPS at meetings as appropriate.
- Develop a work plan aligned to the project outcomes and outputs.
- Implement and develop constructive working relationships with CAMPS members, participants, parents/guardians, volunteers, and community groups to generate ideas for community arts activities for young people as well as enhance the services provided to deliver improvements to youth arts activities.
- Investigate and apply for external funding in conjunction with the CAMPS Trustees.
- The postholder will also undertake such additional duties as necessary in relation to the work of CAMPS which will include becoming a key holder.

PERSON SPECIFICATION

Qualifications

Either a relevant undergraduate degree or equivalent professional experience in terms of the intellectual, reasoning and analytical requirements of the job.

Experience and Knowledge

- In-depth knowledge of and/or interest in an art and/or creative policy area(s) (e.g. education, youth arts, disability, cultural diversity and equalities, audience development/marketing, creative industries, etc.) in the UK and in Scotland in particular.
- Experience of working with Government and Local Authorities
- Some knowledge of the wider public (and voluntary) sector in support of the creative sector/arts in Scotland.
- Track record of successful project planning and delivery, ideally with experience of coordinating several projects concurrently.
- Experience of working in a relevant sector in a professional capacity.
- Track record of working positively with people of the community.
- An understanding of equalities, diversity, and inclusion.

Skills and Attributes

- Highly developed interpersonal skills including, communication, influencing, negotiating
- Excellent administration / project and resource management skills
- Plain English (business) report writing skills
- Highly organised, with ability to self-plan and prioritise workloads
- Effective IT skills, particularly Microsoft Office
- Effective decision-making skills
- Adaptive resilience
- Creative and artistic

Salary

£16,500 per post (pro-rata: £33,000) plus pension contributions - with salary rising by 3% in Year 2

Hours

2 x part-time posts with 17.5 hours per week (flexi-hours, but note - some evening and weekend work will be required depending on the needs of the community)