

Job Description: Impact & Development Lead (Freelance)

Organisation: Beatroute Arts

Location: Hybrid – Beatroute Arts Centre, Balornock, Glasgow / Remote Working

Contract: Freelance / Self-Employed

Hours: 12 hours per week, 45 weeks per year (540 hours annually, can be worked flexibly in line with the needs of the organisation)

Fee: £30 per hour (£16,200 per annum)

Responsible to: Director

Contract Period: 12-month contract

Key Responsibilities:

Monitoring, Evaluation and Learning

- Alongside the senior team, oversee organisational analysis of quantitative and qualitative evidence to identify outcomes, trends, learning and opportunities for continuous improvement.
- Support the ongoing development of Beatroute's impact measurement systems (Upshot), ensuring they remain practical, robust and embedded throughout the organisation.

Fundraising and Development

- Identify funding opportunities aligned with Beatroute Arts' strategic priorities.
- Contribute to the development and implementation of fundraising strategy and income diversification plans.
- Lead the preparation of high-quality funding applications, monitoring returns and impact reports.
- Prepare quarterly fundraising reports for the Board and wider staff team, with ongoing updates.

Organisational Development

- Support reflective practice and knowledge sharing across the organisation, including facilitating Board, staff and volunteer learning sessions and contributing to strategic planning days.
- Produce a quarterly project synopsis/overview comprising data from Upshot which reflects the needs and interests of members for senior management in order to feed into ongoing strategic planning.

Member Voice and Community Consultation

- Support the Engagement Team to confidently gather high-quality stories, feedback and evaluation evidence that reflects members' lived experiences.
- Ensure community voice is consistently represented within organisational planning, reporting, fundraising and strategic decision-making.

General Responsibilities

- Work collaboratively with staff, volunteers, members, Board and external partners.
- Attend meetings, training and events as required.
- Represent Beatroute Arts positively and professionally at all times.
- Comply with all organisational policies, procedures and relevant legislation.

Person Specification:

Skills, Knowledge & Experience

Essential

- Experience of writing successful funding applications and monitoring reports for charitable trusts, foundations and public funders.
- In-depth understanding of the third sector funding landscape, and willingness to embed this knowledge within a team.
- Experience of monitoring, evaluation and learning , including analysing qualitative and quantitative data to demonstrate impact.
- Excellent written communication skills, with the ability to present complex information clearly and accurately.
- Strong organisational skills with the ability to manage multiple priorities and deadlines independently.
- Confidence using databases, spreadsheets and digital systems to manage information and produce reports.

Desirable

- Understanding of community-led practice and the importance of embedding member voice within organisational planning and decision-making.
- Understanding of the social, economic and structural challenges experienced by communities living in areas of multiple deprivation, and a



commitment to reducing poverty-related barriers through community-led approaches.

Personal Attributes

- **Teamwork:** Builds positive working relationships with colleagues, members, volunteers, Trustees and external partners.
- **Independent Working:** Able to manage a varied workload, prioritise competing demands and work proactively with minimal supervision, consistently meeting deadlines and maintaining clear communication.
- **Commitment to Community-Led Practice:** Demonstrates a genuine commitment to Beatroute Arts' mission, recognising the importance of community-led practice and member voice.
- **Solutions Focused:** Approaches challenges with curiosity, initiative and a positive attitude, identifying practical solutions and opportunities for continuous improvement.
- **Attention to Detail:** Produces consistently high-quality work that is well-presented and evidence-based.
- **Adaptability:** Comfortable working within a dynamic community organisation, responding flexibly to changing priorities whilst maintaining a strategic perspective.
- **Integrity:** Acts with professionalism, discretion and accountability, handling sensitive information appropriately and representing Beatroute Arts positively.

Application Process:

Written Application:

Candidates are asked to carefully read through the application information provided and send an updated CV and a Personal Statement* no longer than one side of A4 to recruitment@beatroutearts.com

*Personal statement should refer to the job description, person spec and the aims, objectives and organisational outcomes of Beatroute Arts. Candidates should write a personal statement which tells us how you will bring your knowledge, experience and passion to this work and where possible use past experience to demonstrate this.

The deadline for applications is 31/08/2026 at 5pm. Applications received after this date will not be considered.

Candidates selected for interview will be informed on 03/09/2026.

Interviews will be conducted by the Director and Assistant Director at the Beatroute Arts Centre. They will take place on 10/09/2026 and 14/09/2026.