

## **About Us**

### **What is STRIVE?**

STRIVE is a brand new collective composed of two exciting and established Deaf & hearing led companies with a shared ethos, Hot Coals Productions and The DH Ensemble. Both companies have a reputation for creating high quality productions which are inclusive to Deaf and hearing audiences and share a desire to push boundaries in theatre and champion access.

Through STRIVE, we aim to work together to build resilience and sustainability for the future by sharing resources. Both companies continue to operate independently but will share administrative resources and work together on projects.

For more information on the companies which make up STRIVE, see:

[www.dhensemble.com](http://www.dhensemble.com)

[www.hotcoalsproductions.co.uk](http://www.hotcoalsproductions.co.uk)

### **What is The Green Room?**

The Green Room marks our first project under the banner of STRIVE. Funded by Arts Council England, it is a series of twelve accessible digital video and audio interviews. Each will be hosted by a different member of STRIVE (the artists who run Hot Coals and The DH Ensemble). The series will be fun, entertaining and enlightening. It will celebrate Deaf and disabled artists companies which demonstrate creativity & excellence in access and creatives who have adapted their working style to accommodate Deaf & disabled artists.

## **About You**

We are looking for someone with excellent organisational and interpersonal skills, a passion for the arts and a commitment to lifting barriers faced by Deaf and disabled artists and practitioners within the Arts.

This post is open to Deaf or disabled people or applicants who have an in-depth understanding and appreciation of access barriers to working in the arts.

## **Job Description:**

**Job Title:** Access & Wellbeing Manager

**Fee and Contract:** 2 days a week for 12 weeks for a fee of £3000 (with possibility for additional hours during this time paid at an hourly rate)

**Working Hours:** 2 days a week, hours to be negotiated, some flexibility required

**Start date:** Immediate start

**Working location:** Working from home. You must be set up to work remotely with a good internet connection and webcam.

The contract offered will be one for the provision of services and not an employment contract.

**Closing date for applications:** end of day  
Wednesday 18th November

**Application process:**

Please send CV and covering letter identifying how you meet the Person Specification to STRIVE at [collective.strive@gmail.com](mailto:collective.strive@gmail.com)

If you require any reasonable adjustments to the interview or application process please let us know.

**Selection process & criteria:**

We will actively seek applications from people of colour and we will prioritise Deaf/disabled artists with lived experience for this role.

Shortlisting will take place immediately after the deadline and will be matched to the Person Specification. You will be contacted if we wish to invite you to an interview.

The first round interview panel will consist of two people and will last 30-40mins.

If you have access requirements we will give you an opportunity to tell us about those before your interview.

**Purpose of Role:**

The Access & Wellbeing Manager will be responsible for facilitating and managing access on The Green Room project and ensuring the project is complying with COVID guidelines. The Access and Wellbeing Manager will report to the STRIVE management team and will work closely with The Green Room Project Manager and guest Artists/Practitioners.

**Key Responsibilities:**

## **1. for The Green Room project:**

- Provide a safe and inclusive environment for all artists and guests
- Work alongside Project Manager to engage with and uphold best practice approaches to inclusive and accessible practices.
- Consult artists and guests on their access needs and preferred interpreters / support workers
- Booking and contracting British Sign Language - English interpreters and support workers
- Managing invoicing and payments for interpreters and support workers and working within a budget
- Provide a safe space for guests to express if there are any questions they would prefer not to discuss during the interviews and liaise with interviewers to ensure interviews are conducted sensitively and appropriately
- Direct artists and guests towards mental health services if support is required
- Contribute to reporting & evaluation for The Green Room project
- make sure project is complying with COVID guidelines
- other tasks as agreed with STRIVE and the project manager

## **2. for STRIVE:**

- Liaise with STRIVEcore artists to create a long term Access & Wellbeing policy for the company
- Take over day to day running of STRIVE's Digital Theatre List on Facebook

## **Person Specification**

This role would suit someone who comes from a background of arts management, general/company manager, access support worker or creative enabler.

### **Essential qualities, skills and experience:**

- Identify as Deaf or disabled under the Social Model of Disability or have an in-depth understanding and appreciation of access barriers to working in the arts, as well as how these barriers may be addressed.
- A minimum of 3 years relevant industry experience
- Experience in working with Deaf and disabled artists
- Up to date DBS (preferably on the update service)
- Excellent organisation and planning skills with proven ability to work flexibly under pressure, to prioritise and to meet deadlines
- Self motivated and able to work independently remotely
- The ability to work collaboratively and form effective partnerships internally and externally
- Excellent communication skills, both verbal and written. (NB STRIVE recognises that this can be achieved by various means, e.g. through a third party communicator)
- Excellent IT skills across a range of software packages including Microsoft Office
- Experience in problem solving both creatively and pragmatically
- Progressive, open minded and respectful to others

**Desirable:**

- At least conversational fluency in British Sign Language (ideally Level 3 - 6 BSL)
- Knowledge of access, disability and mental health
- Experience working in access within a theatre or Arts setting.
- Understanding of and commitment to equal opportunities, as outlined in the Equality Act 2010
- Understanding of the Access to Work scheme
- Knowledge of various Best Practice guidelines within the Arts including Equity's Guide to Good Practice with BSL in the Arts.