

## Job Description

STIVES SCHOOL  
OF PAINTING

### Job Details

<b>Job Title</b>	Kickstart Placement - Youth Programme artist and assistant entry level
<b>Main purpose of job</b>	Support Youth Arts Manager to develop and deliver our online offer for young people.
<b>Pay</b>	Real Living Wage £9.50 an hour £18,525 FTE,
<b>Hours/Shift Pattern</b>	25 hrs a week worked mainly Tuesdays and Thursdays, in addition regular evening and weekend work, some additional overtime might be available
<b>Work Base</b>	Porthmeor Studios, Back Road West, St Ives, Cornwall TR26 1NG and Island Centre St Ives
<b>Travel</b>	Minimal
<b>Contract type</b>	Six-month fixed term contract. With the successful demonstration of this role, there is a potential to extend this contract term.
<b>Funded Post</b>	Funded through the Kickstart Government Scheme.

### The business need for this vacancy

Work in a job that is meaningful and rewarding in a beautiful location, for a friendly organization which recognizes and develops talent. At St Ives School of Painting we believe we can enrich people's lives by nurturing and enabling their creative spirit. We are a historically important painting school with big aspirations for the future.

In response to the Covid-19 pandemic and in order to bring the joy of art to our community of students during this period of lockdown and social restriction, we developed a digital programme for our adult students led by our team of artists. We now want to develop an online programme for young people with our face to face work either stopped or restricted in 2021. In November 2020 we won funding that enabled us to invest in professional level broadcasting equipment and software.

As a charity our universe is rapidly getting bigger as we develop the digital arm to what we do. This is an exciting time to join us. Full of possibilities and opportunities to make a difference.

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

### About Us – Mission, Culture and Values

Established in 1938, St Ives School of Painting is an inspiring art school based in the historic Porthmeor Studios in St Ives on Porthmeor Beach. We run short art courses open to everyone all year round.

Our mission is to enrich people's lives by nurturing and enabling their creative spirit in inspirational spaces.

**We are creative** – *passionate about our mission, resourceful and innovative.*

**We are courageous** – *challenging ourselves and others to keep learning.*

**We are caring** – *working collaboratively with a generous spirit striving to deliver quality in everything we do.*

## Responsibilities, knowledge, skills and experience

This role consists of, but is not limited to, supporting the Youth Arts Manager develop and launch a youth online offer. While you will be involved in other youth programme projects including face to face once we reopen, you will primarily focus on engaging teenagers aged 13-18 in our new online art school. This will be in the form of designing and delivering regular online art workshops mostly on Sunday afternoons. You will also help create online competitions, projects and campaigns that build a sense of belonging; helping us to build a community of young artists.

You'll have a keen digital interest, confident using professional quality broadcasting and editing equipment and software. St Ives School of Painting strives to provide a safe space in which to foster, develop and grow your skillsets so we don't expect you to be an expert. You will get training in the particular software and equipment we use and how to deliver workshops online. You will however need to bring with you a confidence with art making, a flair for communicating on camera and an ability to adapt the knowledge you already have. We actively encourage applications from Black, Asian and minority ethnic candidates and those who are currently under represented in the visual arts. We recognise the importance of doing more to combat structural inequalities.

### Day to day you will:

- Work alongside the Youth Arts Manager on a new online digital nationwide youth programme.
- Work with the rest of the team to assist with online marketing of the youth programme.
- Design and post workshop information
- Support the live sessions while other artists are delivering using our broadcasting equipment on Zoom and You Tube
- Develop and deliver creative workshops both face to face and online, primarily to teenagers aged 13-18.
- Adhere to St Ives School of Paintings Safeguarding, GDPR, Health and Safety and Online Safety policies.

### You have:

- Strong painting and drawing skills and a good knowledge of arts and culture
- A curiosity for people, in particular an interest and empathy with young people
- A positive and inclusive attitude towards others
- Confidence with using IT and learning new programmes
- Confident using social media
- A good communicator – especially helping people to learn visually. That doesn't mean that you must necessarily be the most confident communicator or presenter. But you have a willingness and enthusiasm to develop presentation skills.
- Strong organisational skills
- Strong IT skills on the usual Microsoft Office programmes and the ability to embrace other platforms.

**Competencies:** Competencies are based on our organisational values of being caring, creative and courageous.

#### **Caring. You**

- Are confident, sensitive and calm in challenging situations
- Take time to build effective relationships with customers and colleagues.
- Are caring and compassionate
- Understand how your behaviours can be interpreted and consider the impact you have on others.
- Enjoy working as part of a team
- Are a confident and sensitive problem solver. Empathetic, personable and skilled at negotiating and resolving issues

#### **Creative. You**

- Are self-motivated, pro-active and able to work unsupervised using your initiative to come up with solutions to problems.
- Look for opportunities to work with, learn from and share with others
- Are flexible and open to change
- Regularly look to improve the way you do things

**Courageous. You**

- Listen attentively, question thoughtfully, challenge openly and encourage others to do the same
- Challenge ineffectiveness and remove obstacles to enable yourself and others to succeed.
- Learn from failure and honest feedback without being discouraged

**Additional requirements:**

A clear DBS in relation to safeguarding is required.

**Communication and working relationships**

a) Responsible to: Youth Arts Manager

b) Liaison with: SSP staff, tutors, students, public, BSJW Trust staff, volunteers and partner organisations.

**Obligations**

1. This job description is subject to the Terms and Conditions of service of the Charity.
2. This job description is subject to the Policies and Procedures of the Charity and all staff are required to acquaint themselves with those applicable to this post.
3. Under the Health & Safety at Work Act 1974, the Charity has a duty to ensure as far as is reasonably practicable, the health, safety and welfare of all its employees. There is also a duty of care on all employees under the same legislation.
4. You will be required to comply with Data Protection legislation and policies and procedures.
5. If applicable, we will undertake an enhanced Disclosure Barring Service check.
6. This job description will be subject to annual review and amended to meet the changing needs of the Charity