



STORYHOUSE

Children & Young People Programme Manager Recruitment Pack

Antigone, 2021, Mark
McNulty



Storyhouse, 2017, Becci Lane

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Welcome from the CEO

Storyhouse is one of the UK's foremost cultural charities; its home in Chester incorporates a library, theatres, and a cinema. It is also an acclaimed theatre producer and runs the country's most successful regional open-air theatre in the city's Grosvenor Park, as well as the innovative Moonlight Flicks open-air cinema each year.

Storyhouse plays an important part of cultural life in Chester and continues to be a beacon of inspiration for many other cities and towns for the role it has played in social and economic regeneration, its successful and unique integration of world-class theatre, cinema, and library facilities, as well as its bold, exciting, diverse, and award-winning programming.

It is also a great place to work. We offer a flexible and supportive working environment, value experience as well as skills and qualifications, and work to ensure everyone in the organisation is aware of our equality and diversity commitments. We want to support all staff to fulfil their potential and enjoy a happy and healthy workplace.

We hope you decide to join us,

Annabel





Chester Disability Pride Parade, 2023, Mark McNulty

Our Story

You can find a bit about who we are on our [website](#), discover more about our innovative home and how it came to be in [this case study](#) by Arts Council England, or read about our renowned library in this [blog](#) by the DCMS's library team.

Above all, Storyhouse is a creative community. As a diverse cultural organisation, our home is one of the country's most successful cultural buildings housing a cinema, theatres and a library. Last year we welcomed 735,000 people through our doors. We are both a community hub and combined arts producer.

Our library attracts international recognition, known for its seamless integration, and boasts the longest opening hours of any UK public library.

In 2022, we supported 5,465 young people to connect and create, ran 200 free rhyme-time sessions, created 499 magical performances indoors and outdoors, sold 101,461 theatre tickets and hosted a total of 1,031 cinema screenings.

Visits are roughly split into thirds between event attendances, library users, and wider participation. We enjoyed the support of over 14k volunteer hours and 1,328 different individuals were involved in making and supporting our work.

Grosvenor Park Open Air Theatre, which we founded in 2010, is the UK's largest regional open-air theatre, welcoming over 25,000 every summer.



This House is Your House

We've become a vital part of the region's cultural landscape and a place of safety and support for the community - especially for young people, giving them a space where they can reimagine their place in the world.

Over 40 community groups use us as a base for creative activity each month, including LGBTQIA+ and disability groups, refugee integration activities, mental health support sessions, and groups combatting social exclusion by age.

We work extensively with young people and provide a range of different programmes, from youth theatre and our young company, to young leaders, young programmers, and our many schools and education programmes. Throughout our work we collaborate with local partners throughout to ensure we are reaching the people that would usually have the least opportunity to participate.

Across everything we do, we work to give people the power to build their own creative communities through inspiring stories and shared creative experiences: this house is your house.

As we blend theatre, library, restaurant and cinema services, we share inspiring stories and stage creative events which empower people to nurture their creativity and bring together communities. Through our work, we hope to build a more connected, inclusive and creative community network.

The more open we are to the true and rich diversity of our communities, the more vividly we fulfil our purpose. More engagement from more of our communities will make more of Storyhouse.

We are committed to creating a team which is representative of our communities and to bringing together those with a variety of skills and experiences to help shape what we do and how we work.



A Midsummer Night's Dream, 2023, Mark McNulty

Our Strategy...

Storyhouse is about to enter an exciting new phase in our evolution as we look to develop our programmes, based on a new strategic plan, to deliver world class arts and meet community needs.

Our Vision:

Here at Storyhouse, culture is owned by everyone.

Our Mission:

We work every day to be a creative home for our communities.

Our Values:

LISTEN CLOSELY.

True empathy takes effort. So we work hard to understand different points of view.

LOOK AROUND.

Opportunities can be spotted by anyone, anywhere, at anytime. So we always have our eyes, ears and minds wide open.

SPEAK UP.

Not everyone's stories have been told. So we use our voices to amplify those that haven't been heard.

STAND UP.

Debate and discussion make things better for us all. So we don't shy away from a challenge.

REACH OUT.

Diverse perspectives solve the hardest problems and make the best decisions. So we seek them out, and invite them in.



A Midsummer Night's Dream, 2023,
Mark McNulty



Our Resources

Storyhouse is a medium-sized charity with approximately 140 staff and a gross revenue of over £6 million per year. The charity is financially stable, with a number of steady revenue streams, including a 20-year lease and contract for services with the local authority (Cheshire West and Chester) and NPO funding from Arts Council England for 2023 to 2026. Revenue from commercial activities is also essential to the charity's financial stability, and over 57% of its revenue is earned.

Storyhouse runs two wholly owned commercial trading subsidiaries: Storyhouse Production Company Limited - creating and staging Storyhouse Originals theatre productions - and Storyhouse Catering Company Limited - providing a range of catering, retail, cinema, receiving theatre and commercial services.

Despite our financial stability, like all other charities our resources are being eroded by rising costs caused by inflation and higher energy prices, and as a result of the continued cost of living crisis, demand for free-to-access services (such as warm spaces) is increasing.

Our Building

The original parts of Storyhouse were constructed as an art deco Odeon cinema in 1936, and have been restored, extended and renovated into a library, two state of the art theatres, a cinema, restaurant, and two bars.

The larger theatre is an 800-seat proscenium arch stage. With state-of-the-art facilities, its auditorium spreads across three tiers: stalls, circle and gallery. This same theatre converts into a 500-seat thrust stage (with the audience wrapping around three sides of the stage). In this format, the auditorium spreads across two tiers, with intimate seating putting the audience right in amongst the action.

On top of the building sits the Garret Theatre and Bar. This 150-seat black-box theatre is a flexible, fully-equipped performance, rehearsal, or workshop space. It is designed to be full of work made by local creative companies, individuals, and community groups, as well as a space we hire to companies and individuals.

The 100-seat boutique cinema is designed to honour the original Odeon's history as a cinema in 1936. With red velvet, soft, sunken seating, it is a beautiful event space.

The library spreads right through the building, with a dedicated family-friendly area (with wet play, storytelling room, and arts and crafts) in The Den and extensive book-stocks covering the walls throughout Storyhouse offering opportunities for studying, learning, and research.



The Role

This is an exciting new role that manages, designs and develops Storyhouse's creative programmes and projects for young people aged 5-25. We are seeking to appoint a proactive and experienced manager with a proven record of developing and managing high quality programmes that inspire and engage children and young people with experience of managing staff and freelance artists to deliver this.

You will lead on the design, development and project management of Storyhouse Youth Theatre, working with 150 young people aged 5-17 every week as well as managing the Storyhouse Young Company (SYC) for 18-25 year-olds, Young Programmers, Young Readers, BFI Film Academy, holiday activities and HAF club, our new Youth Board as well as other programmes for children and young people as and when they arise.

The postholder will be responsible for working alongside the Head of Engagement and other Engagement managers to develop the strategy for Storyhouse's work with children and young people. You will have excellent project management skills, be confident managing budgets and have a good eye for detail and artistic and creative merit. You will have a strong understanding of what makes a quality cultural experience for children and young people and understand where the gaps are in our programme and how to ensure that the young people not currently engaging are given opportunities to attend Storyhouse sessions in their community or at Storyhouse itself.

We welcome applications from experienced managers of producers with a passion for creating opportunities for children and young people to access their local arts and cultural organisation.

The role will be based at Storyhouse, in Chester, and will be subject to an Enhanced Disclosure criminal records check through the Disclosure and Barring Service.



The Kitchen, 2023, Mark McNulty

Role and Responsibilities

You will

- Lead on the planning, delivery, design and evaluation of our Youth Theatre, Storyhouse Young Company (SYC), Young Programmers, Young Readers, BFI Film Academy, holiday activities and the Youth Board.
- Manage the Youth Theatre Director and other freelance staff and support them in the delivery of their weekly sessions and end of year production or final outcomes.
- Develop new programmes that will support the Storyhouse Engagement Strategy going forwards.
- Manage and develop partnerships with local authorities, housing providers, charities and arts organisations to reach young people who aren't currently engaging and create progression routes and pathways.
- Work with the Assistant Producer and Head of Engagement to plan, deliver and produce the Youth Theatre and SYC productions.
- Work with the other members of the Storyhouse team to identify opportunities for young people to continue engaging with Storyhouse.
- Report on and manage project budgets as forecasted by the Head of Engagement.
- Support on fundraising applications and reports for existing and new funding opportunities.
- Recruit and support young people to Storyhouse programmes, including through marketing, recruitment sessions and working with partners, schools and community organisations to deliver taster sessions or share opportunities.

Role and Responsibilities (continued)

You will

- Advocate for access, diversity and inclusion within programmes and the wider Storyhouse team and ensure that programmes are representative.
- Manage and rota assistants and volunteers in workshops, sessions and at events.
- Lead on the administration, of the above projects including creating registers, booking space and communicating with parents, carers and participants.
- Manage membership payments and log fees on budget tracker, communicating with parents on any outstanding fees.
- Ensure all young people are recorded on Spektrix with their membership and personal information.
- Use Artifax to book rooms, catering and staffing and to ensure that all sessions are monitored for reporting purposes.
- Complete monthly monitoring and data input.
- Liaise with the marketing department to create strong internal and external communications on the website and social media.
- Deliver Arts Awards on BFI Academy and on other relevant projects.

Role and Responsibilities (continued)

You will

- Support on the delivery of and be ready to deliver sessions as and when required.
- With the Pastoral Support Lead, support the development, progression and wellbeing of all participants and graduates.
- Be responsible for upholding safeguarding in programmes and reporting any disclosures or concerns to a Designated Safeguarding Lead;
- Act in accordance with Storyhouse's policies and procedures, and undertake any training as required by Storyhouse.
- Act as a role model for other staff and contribute to the life of the organisation as a whole.
- Carry out any other duties as may be required as part of the Children & Young People Programme Manager's role.

Skills & Experience

Passion for working with children and young people from a range of backgrounds and with a breadth of needs, experiences, and abilities

Excellent communication skills, and the ability to communicate with a range of people and ages

Leadership skills and the ability to motivate a team

Passionate about creating opportunities for young people to thrive

Highly organised and able to manage several projects at once

Awareness of the issues affecting young people's lives

Knowledge of safeguarding and child protection

Skilled in workshop facilitation

Line management experience of staff and freelance artists to deliver projects, including delivering 1-1s and appraisals

Experience managing projects for children and young people aged 5-25 in a creative, informal, or youth work setting

Experience managing, forecasting, and tracking budgets

Experience designing projects and developing new programmes based on a strategy framework, as well as young people's needs, feedback and evaluation

Experience working on co-created projects

Experience writing funding applications and reports

Experience supporting young people's progression and working with diverse groups of young people

Experience creating monitoring and evaluation frameworks, including the use of creative evaluation to understand projects and develop ideas

Experience developing and working in partnership with community organisations, charities, or arts organisations

Opportunity and Staff Benefits

Title: Children & Young People Programme Manager

Reports to: Head of Engagement

Salary: £26-28k

Contract: Permanent, part time. 32 hours per week

30 days annual leave per year, including bank holidays, increasing annually up to a maximum of 3 extra days

Birthday leave

A defined contribution pension scheme or a People's Pension scheme

Employee Assistance Programme, including Medicash

Cycle to Work and Travel to Work schemes

Hybrid working practices and flexible working requests available from day one

Discounted gym membership schemes

Complimentary tickets and discounts on food and drink

Company sick pay after qualifying service

Application Process

Applicants are asked to submit a cover letter expressing interest in the role and a CV demonstrating relevant experience online at:
www.storyhouse.com/jobs/

Applications should be submitted on or before Sunday 2nd June 2024.
We will review applications and interview suitable applicants as they are received. This role will close early if a candidate is successful before the advertised close date. Interviews will be held Tuesday 11th June 2024.

For an informal discussion about the role or support in the application process, please contact our Head of People, Emma Hutt, at peopleteam@storyhouse.com.

No agencies please.



Faustus That Damned Woman, 2023,
Mark McNulty



GDPR

Personal Data Notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent.

The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

STORYHOUSE