

Young People's Producer

Part-time: (2.5 days per week)

Fixed Term: 6-month contract

Salary: £27,000 pro rata

Location: Old Manor Park Library and Barbican Centre

Reporting to: Head of Programme

The Role

Create London, in partnership with the Institute of Race Relations and Rabbits Road Young Curators, has been awarded a National Lottery Heritage Fund Young Roots grant to deliver an ambitious project in collaboration with OOMK, that will use the history and legacy of the Newham Monitoring Project (NMP), a hugely influential anti-racist organisation throughout the 1980s, as a starting point to explore how different communities in Britain have come together over the past 40 years to fight against racism.

Our aim is to establish a new heritage-focused youth group and give local young people aged 16-24 the opportunity to learn about NMP campaigns between 1981-1990, from its original members and those impacted by its work, in order to present an intergenerational understanding of the lived-experiences of racism in Britain over the last 40 years.

The Young People's Producer will work with the young people's group and lead curator to conduct archival research, record oral histories and share these through a free public programme including workshops, talks and screenings. The project will culminate with a public exhibition in October 2019 at Old Manor Park Library.

The Young People's Producer will:

- work with lead curator and Rabbits Road Press associates to coordinate, design and deliver bi-weekly workshops, research trips and external speakers to inspire the young people;
- use co-production and youth-led approaches to enable young people to design and lead activity/ events as part of the public programme which will engage their peers and communities;
- co-ordinate oral history training and interview sessions;

- support the young people to explore the difficult issues raised by the Newham Monitoring Project and identify how these might be impacting their own lives;
- act as the main point of contact for the youth group and ensure that all safeguarding concerns are recognised and acted upon, reporting to the safeguarding lead;
- develop communications content and support the evaluation process.

Office hours at Create are normally 9.30am to 5.30pm, Monday to Friday; but the post-holder will be required to work regular evenings and weekends as the programme dictates.

The Young People's Heritage Producer will be based at Old Manor Park Library and be line-managed by Create.

Person Specification

Create London is committed to creating opportunities that are accessible and welcoming to all. Candidates with Black, Asian or minority ethnic heritage, those who are facing barriers due to difficult socio-economic and/or are disabled are particularly encouraged to apply for this role. The recent *Panic!* research commissioned by Create demonstrates a lack of representation within the arts sector of young professionals with these backgrounds. We welcome applications from everyone who meets the requirements of the Person Specification.

Experience/Knowledge

- Experience working with youth;
- Experience facilitating workshops and difficult conversations;
- Experience planning and coordinating cultural, heritage and/or community events;
- A proven track record of collaborative and team-based working;
- Flexibility, willingness to learn and to undertake a variety of tasks;
- Good understanding of the principles of equity and anti-racism.

Skills

- Proficiency in Microsoft Office (Word, PowerPoint, Excel)

- Facilitation skills (developing and delivering workshops)
- Attention to detail and strong planning skills
- Strong written and verbal communication skills
- Ability to liaise and communicate between various project stakeholders

About Create

Create London exists to explore the ways artists can contribute to the lives of people in cities. Their work is primarily focused in east London, home to more artists and art organisations than anywhere in Europe, and one of the most economically deprived parts of the UK. They help artists to connect more closely with communities through an ambitious programme of public projects.

<http://createlondon.org/>

Safer Recruitment

Create is committed to providing a safe environment for all those working with us, visiting our projects and participating in our programmes. Safe recruitment of all those who work for us is an important part of fulfilling this commitment.

All positions at Create are offered subject to meeting the following conditions:

- Receipt of satisfactory references covering the last 2 years of your employment or education
- A satisfactory DBS check
- Proof that you are legally entitled to work in the UK

To Apply

Please send your CV and a covering letter to Eva Liu (Eva@createlondon.org) stating Young People's Producer in the title. Your letter should respond to points in the person specification to demonstrate your suitability for the role.

APPLICATION DEADLINE: Monday 10 June, 5pm

Interviews will take place **during the week beginning 17 June 2019** at the Barbican Centre, which is an accessible building. Please contact us with any specific access needs you may have.