



<b>Job Title: Director of Culture and Creativity</b>	
<b>Accountable to:</b> Principal & Artistic Director	<b>Department:</b> Senior Leadership
<b>Direct Reports:</b> Chairs of Working Groups, Safeguarding Officer	<b>Location:</b> North/South
<b>Key Responsibilities:</b>	
<ul style="list-style-type: none"><li>• To oversee the cohesion of the student's experience around curriculum and creativity during their journey through ALRA</li><li>• Research, apply and promote diversity initiatives and share best practice</li><li>• Provide advice, guidance and support on equality and diversity issues to staff and students</li><li>• Assess ALRA community's needs and promote community cohesion</li><li>• Promote changes within organisations and the wider community</li><li>• Interact with and provide training for people at all levels from The Board to Students to Professional Services Staff and Academic-Artists with regard to Equity and Inclusion</li><li>• Present reports to the SLC and Board of Trustees on a regular basis</li><li>• Prepare and deliver presentations and workshops to staff, stakeholders and partner organisations</li><li>• Lead on following through the Anti-Racism Audit to completion and act on the advice of the External Audit Panel</li><li>• Membership of Senior Leadership Committee (SLC) and contribute to strategic decisions</li><li>• Collaborate with Head of Marketing &amp; Communication to develop an accessible and inclusive message across internal and external platforms</li><li>• Engage staff in training that is designed, delivered or commissioned relating to EDI in relation to Actor, Director and Teacher Training within a conservatoire</li></ul>	
<b>Curriculum &amp; Student Experience:</b>	
<ul style="list-style-type: none"><li>• Overseeing the ecology of the student experience and content of the curriculum with the Dean and Associate Deans</li><li>• Membership of Academic Board</li><li>• Develop curriculum and training initiatives through the perspective of intersecting student experience and artistic outcomes</li><li>• Liaise with and manage Chairs of Working Groups and Graduate Advisory Boards to support them in communicating and achieving their goals</li></ul>	



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(Curriculum & Student Experience continued)

- Hold Budgets for Working Groups and Advisory Boards and Consultants relating to EDI
- Work with the Graduate Advisory Board to support enhancement across ALRA

**Organisational Systems:**

- Develop support systems for reporting any incidents of discrimination in collaboration with the board and Senior Leadership Committee
- Create content for policy and training documentation.
- Oversee matters within the ALRA community that relates to Equality Diversity and inclusion in liaison with the Trustee subcommittee: Equality and Diversity.
- Maintain an up-to-date knowledge of anti-discriminatory legislation and arrange or deliver training as necessary
- Translate equality legislation into practice to ensure organisations meet statutory requirements
- Co-write, implement and review policy at corporate and service level
- Provide termly reports to staff and students regarding EDI provide Academic Board with any relevant data.
- Engage in internal disciplinary matters as required by the SLC

**Other:**

- Take part in widening participation activities
- To participate in Open Days, auditions and profile-raising events
- To initiate personal research that links to the curriculum development and impacts positively on the currency of ALRA's training and education provision.
- Attend ALRA student productions, project presentations and public events
- Adhere to ALRA's published policies, in respect of all staff, students and visiting members of the public
- Carry out other duties as may reasonably be directed by the Principal or Board of Trustees
- As a member of the Senior Leader Team it is expected that you will be physically present at both campuses, one campus would be a permanent base and the requirement to visit the other campus on a half termly (travel to be paid for other campus visits) basis.

**The above responsibilities describe the present requirements of the role and are subject to change in the light of ALRA's ongoing development. They may be varied or added to following consultation between the Board of Trustees and the Principal.**

<b>Person Specification</b>	
<b>Requirement</b>	<b>How assessed</b>
<b>Qualifications:</b>	
Educated to degree level or equivalent professional experience (Essential)	Application
<b>Experience:</b>	
Experience of working in EDI in an arts-based or education setting (Essential)	Application
Experience of researching, writing and delivering strategic documentation and their supporting policies, practices and action plans (Essential)	Application/interview
Experience of monitoring, reviewing and developing policies and working practices (Essential)	Application
Communication skills, both verbal and written, and an understanding of skills needed in equality, diversity & inclusion policy and research (Desirable)	Interview
<b>Skills and Attributes:</b>	
Ability to be flexible and act as a champion of change, contributing at a strategic level, anticipating and planning for change (Essential)	Application/Interview
Effective communication and negotiation skills and a persuasive, approachable manner. (Essential)	Interview
Experience of generating impactful content independently	Application/Interview
Outstanding organisational skills, able to lead a flexi-working team in a complex organisational setting	Interview
<b>Knowledge and Understanding:</b>	
Specialist knowledge in issues facing conservatoires concerning the broader functions of Equity and Inclusion with an ability to demonstrate the change and impact on those groups (Essential)	Application/Interview
Knowledge and understanding of conservatoire model of arts based higher education deliver (desirable)	Interview