



Associate Producer: New Queers on the Block & Reignite Projects

Reading Level: Key Stage 5
Reading time: 8 mins

Total Fee of £7,875 (£175.00 per day for 45 days)
Job type: Freelance, fixed-term, part-time contract.
Closing date: 7th September
Interview date: 15 September
Project duration: Approx 9 months from October 2021
Project Location: Hastings
Work Location: Work from home with some local / national travel.

Home Live Art is looking for an experienced Producer to co-produce two artist and community development projects in Hastings: 'New Queers on the Block' (NQOTB) and 'Reignite'.

Associate Producer Role

The Associate Producer will work closely with Home Live Art on Reignite and with both Home Live Art and Marlborough Productions to be the driving force behind NQOTB activities in Hastings and be responsible for:

- Co-developing and implementing both project frameworks
- Assisting the commissioned artists across both projects to produce bespoke residencies
- Supporting artist /industry professional collaborations
- Organising small public-facing and/or online events with participating artists, national venues and performance festivals.
- Engaging local communities with artists in residence
- Creating and delivering complementary activities with a small allocated budget.
- Producing evaluation reports
- Liaising and collaborating with other partners and Associate Producers across the NQOTB network

Job Description

- Establish relationships with local organisations and promote both projects to reach as wide a range of people as possible.
 - Promote the projects to the wider community in an appropriate and effective way using flyers, posters, local radio and social media.
 - Oversee monitoring and evaluation of activities.
 - Undertake community outreach in spaces such as colleges, estates, youth groups, community centres, focus groups and faith groups.
 - Act as the main point of contact and support between Home Live Art, Marlborough Productions and the artists before, during and after their residencies in Hastings.
 - Ensure artists and audiences access needs are met with the support of Marlborough Productions and Home Live Art.
 - Regularly update Marlborough Productions and Home Live Art on progress.
 - Attend regular meetings with Marlborough Productions, Home Live Art and the wider NQOTB network.
 - Work with Marlborough Productions and Home Live Art, to develop relationships and forge strong networks with LGBTQIA+ communities and artists in and around Hastings.
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Project Information

New Queers on the Block is Marlborough Productions' artist and community development programme developed as a result of a documented need to provide better opportunity within the arts for LGBTQIA+ identifying artists and communities across England.

The Local Associate Producer will co-produce the second phase of the NQOTB programme in Hastings and will be working closely with Home Live Art (Hastings) and Marlborough Productions (Brighton) to support LGBTQIA+ artists, engage local communities and collaborate with national partner organisations.

More information on NQOTB:

NQOTB Phase 1 (2019/20): Home Live Art and NQOTB worked together on three major projects in Hastings including a touring [performance showcase](#), [a weekend of queer performance](#) and [local and national artist commissions](#).

NQOTB Phase 2 (2021/22): Home Live Art and NQOTB will work together on:

Artist development

- Commissions for four LGBTQIA+ artists to focus on practice development
- Seed commissions for new and early career LGBTQIA+ artists

Community development

- Live and digital programme in Hastings of creative workshops and possible sharings of new work by commissioned artists
- Emphasis on identifying and removing the challenges local communities face in engaging and participating in arts activity

Network/Sector Development

- Continued development of a strong national partner network

Reignite is a new Home Live Art artist bursary scheme supporting artists working within performance to collaborate on a creative project with freelance industry professionals from a variety of disciplines - costume, stage, light, sound designers or directors, dramaturgs and choreographers.

The aim of Reignite is to provide space and time for artists to think, make and create new work whilst also financially supporting freelance creative professionals within the arts industry.

Home Live Art's core aim is to create a space for multiple voices to be heard and as an LGBTQIA+ led organisation we have a particular focus on supporting LGBTQIA+ artist and audiences – this will be reflected in the artists and industry professionals we work with on this bursary scheme.

Associate Producer Application Information

We particularly welcome applications from LGBTQIA+ people, working class people, people of colour, migrants and/or those with lived experience of being deaf, disabled and/or neurodivergent.

The successful candidate will be required to work from their own home or office. The job requires the use of a computer and the internet but we may be able to make accommodations for those without these resources.

Ways of working will be agreed on recruitment but the job will require the successful candidate to manage their own time and work occasional evenings and weekends either on-site, at events or at home.

The successful candidate will receive disability awareness training alongside other NQOTB Local Associate Producers and Partners.

Person specification

Essential

- A desire to work with LGBTQIA+ Communities
- Awareness of the challenges that exist to marginalised groups engaging with arts and cultural activities
- Experience of project management
- Proficiency in planning and delivering events
- Strong administration and IT skills
- Excellent communication skills

- Budget management experience including handling expenses, invoicing and documentation
- Dynamic working style with an ability to lead, problem solve and drive a project from start to finish
- Working understanding of the Equalities Act and sensitivities around equal opportunities
- Confident with digital/online platforms (e.g. zoom, website-builders)
- A positive attitude to learning
- Experience in leading projects
- Experience in independent and collaborative working

Desirable

- Experience of supporting artists to create new work.
- Experience of establishing relationships with LGBTQIA+ Communities
- Disability awareness and experience in producing accessible work
- Passionate about live performance
- Knowledge of St Leonards, Hastings and the local area

Payments

The Associate Producer will be engaged as a freelancer and payments will be made on submission of invoices. As a freelancer, the post holder will be responsible for being registered as self-employed and for their own tax, NI and any other necessary contributions. The successful candidate will receive guidance and support if they wish to use this role's fee as match funding to fundraise for their broader activities.

Application Process

Please fill in the [Online Application Form](#)

If you would prefer to send an audio or video file with your answers, email Katy on katy@homeliveart.com for further details on how to submit this.

Further information

If you have any questions about the role or the application process please email Katy on katy@homeliveart.com

NQOTB is developed and delivered in partnership with Home Live Art (Hastings), Theatre in the Mill and Bradford Producing Hub (Bradford), Quarterhouse (Folkestone), LeftCoast and Art B&B (Blackpool), ACCA (Brighton), Cambridge Junction (Cambridge), Camden People's Theatre and Unlimited (London).