



Workforce Development Programme – Facilitator

Open Clasp is looking to invest in three facilitators for a new Workforce Development Programme. Along with three writers and an assistant director, facilitators will attend an intensive weeklong programme in Open Clasp's ethos, values and practice. Facilitator and writer pairs will then be matched to a group of women to collaborate with and create three new pieces of theatre for the company's programme in 2022.

5 shortlisted applicants will be invited to attend a session on the 17th November 10am – 4pm, at West End Women and Girls Centre to meet the Open Clasp team and other programme participants. This session will be mandatory as part of the selection process. A payment of £50 will be made to attend or cover expenses. 3 facilitators will then progress onto the programme.

We want our workforce to be representative of the communities that we work with and engage. To apply, you must be a woman (Open Clasp is exempt under the Equality Act 2010 Schedule 9, Part 1). We are particularly keen to receive applications from women who face barriers within the theatre industry including disabled women, women who experience racism, working-class women and women who are part of the LGBTQ+ community. Applicants must be based in the North of England, and we especially welcome applications from those based in the North East.

Outline terms and conditions:

We are offering 3 x paid contracts (£120-£175 p/d) to fulfil the following commitment;

- Attend a 4 day intensive programme in our methodology at West End Women and Girls Centre, in Newcastle upon Tyne from the 24th – 28th January 2022 (mandatory);
- 1 day of peer observation and reflection (28th Jan '22);
- Deliver the facilitation of Open Clasp's methodology to a group of women, determined by the company, over 8 workshop sessions between w/c 31st January and 25th March (typically one day a week dates tbc);

- Further mentor / reflection session and attending a rehearsal day between the 16th – 28th May and performances 31st May – 1st June (exact dates tbc).
- Up to £140 for holiday pay tbc (based on 13 days)
- £75 Childcare support payment available
- All applications will be considered on merit and in accordance with our equal opportunities policy.

This application pack includes a programme overview, person specification and a page about Open Clasp. Please also see www.openclasp.org.uk for further information about the company and our work.

How to apply

- Please read the Programme Overview and Person Specification and Information on Open Clasp.
- Send us an up-to-date CV and either a cover letter, video, audio or BSL.

Your cover letter should demonstrate your previous experience as a facilitator, why you would like to learn with and deliver work with the Open Clasp team and demonstrate you have the knowledge, skills and experience needed for the role.

Your video, audio or BSL should be sent to recruitment@openclasp.org.uk via WeTransfer or a Dropbox link it should be a maximum of three minutes and address the following three questions;

1. What do you think your role is as a facilitator?
2. Tell us about a project you are particularly proud of.
3. What interests you in working with Open Clasp and why do you want to be part of this programme?

However you choose to apply, please refer to the Role Description and Person Specification.

- You will also need to complete an equal opportunity monitoring form which will be removed before short-listing to make the process fair.
- If you would like any further information, have any specific requirements, or would like to discuss any aspect of the role in confidence, please contact Executive Director, Ellie Turner on 07818067122.
- When you are ready please email your application to recruitment@openclasp.org.uk. Please put **WDP Facilitator** in the subject line or post it to Recruitment, Open Clasp Theatre Company, The Stephenson Building, 173 Elswick Road, Newcastle upon Tyne, NE4 6SQ. Please mark your envelope “Private & Confidential”
- Applications must be received by the deadline of **12 Noon on the 8th November 2021** to be included in the recruitment process.
- Prior to the application deadline, there will be a 40-minute Q&A session online on Tuesday 19th October at 10am with Carly McConnell and Catrina McHugh

MBE, to answer any questions you may have about the application process or programme. You must pre book by emailing recruitment@openclasp.org.uk

Please note that, as the role involves working with vulnerable adults the successful applicant will be subject to an enhanced DBS disclosure.

Programme Overview

As Open Clasp's nation-wide reputation grows and partnerships with grass-roots organisations, women's organisations and national charities strengthen, the company is urgently being called upon to create theatrical and trans-media work that holds the lived experiences of women often ignored by society. This vital work makes change on a social, cultural, and political level by being the best theatre it can be and using Open Clasp's robust distribution and engagement model.

For us to meet this demand, we need to connect and engage with writers, facilitators and directors who can inspire and want to make great and urgent art with those who experience barriers to accessing it. This programme is an opportunity for Open Clasp to support artists who can grow with us and change the world, one play at a time.

Level of Experience

To give you some sense of what we are looking for in terms of what we expect you will have done in your career so far.

You will be confident in your practice as a facilitator in creating safe and welcoming spaces for people new to theatre or the arts. You will have the ability to step into the shoes of the women you are working with, to read a room and inspire passion, feminism and politics.

Most importantly, you will have experience of collaborating with working class communities, you will be able to relate to marginalised women and young women and place their lived experience at the centre of your creative process. You will be passionate about ensuring the voices of women and girls are heard on a national and international scale for social & cultural change.

You will have skills and experience that you can offer to the other artists on the programme and will be happy to share your experience, skills, knowledge through running a workshop, working with a mentor, and facilitating spaces for discussion.

Your skill set and experience may cross over the roles on offer here, for example, you could be a facilitator and writer, or a director and facilitator. If that is the case, it is of equal interest to us, and you should have a conversation with us before you apply.

Role Description As a facilitator on the WDP you will need to:

- Bring skills, creativity, energy and a passion for activism
- Build connections and positive relationships with your team and the new group of women you meet to work with who's voices are currently under-represented in theatre and society.
- Be an active learner willing to listen, question and adapt your practice to Open Clasp's methodology while making it your own.
- Deliver 8 sessions to a new community group working with a writer and other partners with administrative support from the company.

**Open Clasp Theatre Company
Workforce Development Programme – Facilitator**

- Facilitators will be line managed by the Artistic Director, Catrina McHugh MBE.
- Facilitators will be required to attend fixed sessions at our Newcastle offices, Stephenson Building (West End Women and Girls Centre), Elswick. Travel and overnights may be required to deliver the programme. Any travel and accommodation will be arranged and paid for by the company. Our expenses policy determines how meals and other expenses are managed.

**Person Specification
Essential Requirements**

1. Commitment to the aims and ethos of Open Clasp Theatre Company.
2. Extensive experience of facilitating sessions with grassroots community groups for an arts or community project.
3. A desire to advocate for change in the areas of inclusion, diversity and the rights of women and girls to equality and fairness.
4. Experience of co-creating an arts project using drama and theatre techniques or co-creating with communities e.g. Participatory Action Research
5. Strong listening skills, an eagerness to learn and an open mind are essential. As is an eagerness to develop and share ideas as part of a collaborative team.

Desirable:

1. Ability to respond to the company's mission and vision and bring new ideas on how to realise it.
2. Experience of working within creative and production teams.
3. Experience of working with women in prison or the criminal justice system.
4. Experience of working with groups affected by domestic violence.
5. Experience of working with neuro diverse groups which includes conditions like ADHD, Autism, and Dyslexia.
6. Knowledge and an interest in creating theatre for social change.

About Open Clasp Theatre Company

Open Clasp makes truthful, risk taking, and award-winning theatre informed by the lived experiences of women and girls, working class women, women disenfranchised in theatre and society, those from minority communities and women affected by the criminal justice system. We are feminist, by feminist we mean fighting for the rights of all those who identify as women and girls. It means challenging injustice and being an ally with marginalised communities experiencing discrimination.

Founded in 1998, Open Clasp is part of the National Portfolio of Organisations funded by Arts Council England. We take a special interest in women and girls from the North, shining a light on their experiences through our work. We make space for debate, encouraging our audiences to walk in the shoes of the most disempowered women in society.

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Our work is performed in theatres, prisons, village halls, schools, conferences, and community centres including touring to Edinburgh Fringe and off-Broadway to national and international acclaim. It resonates deep into the communities where it is created and outside ensures the under-represented are seen in a new light by both women and men, and those who can make a difference.

Our transmedia approach shapes the work of researchers and leading policy experts. We contribute to regional and national discourse, performing at the Houses of Parliament in 2016 contributing to the Prison Safety and Reform White Paper and are currently on BBC iPlayer in partnership with Women's Aid and Shelter.

Our Values:

- To collaborate with some of the country's most marginalised women and young women, placing their lived experience at the centre of our creative processes.
- Ensure the voices of those women are heard on a national and international scale for social & cultural change.
- Make space for discussion, debate and critical conversations.
- Promote respect, equality and inclusion.
- Reflecting and celebrating the diversity of the North of England.
- Climate and ecological concerns will be reflected in our work to contribute to debates while acknowledging the link between responsibility and disadvantaged communities.

We are:

Catrina McHugh MBE – Joint Chief Executive, Artistic Director and Writer
Ellie Turner – Joint Chief Executive, Executive Director
Carly McConnell – Creative Producer
Rachel Errington – Finance and Office Manager
Colette Conlin – Project Coordinator
Associate Director – Laura Lindow
Associate Stage Manager – Rachel Glover
Associate Artist – Jessica Johnson



Better Health
at Work Award
Bronze Award