

## About Utopia Theatre

Utopia Theatre is a National Portfolio Organisation formed in 2012 to create exceptional world-class African theatre with imaginative flair for the British and international stage. Utopia Theatre produces plays and re-imagines classics in a way that demonstrates their contemporary relevance and appeal to a new audience and regular theatregoers. The company synthesises African and Western performing traditions to celebrate the meeting of different cultures, with programmes aimed at developing and promoting writers and performers from the African diaspora. Utopia Theatre is dedicated to demonstrating the rich cultural heritage of Africa's theatre canon, and in so doing, dispel stereotypes and encourage authentic voices from the African Diaspora.

Founded by CEO and artistic director Mojisola Kareem, the charitable organisation aims to empower and engage African communities, support emerging artists and inspire the next generation. Utopia Theatre also uses African theatre as part of storytelling in schools and communities and hosts digital theatre.

Utopia Theatre launched its own Youth Academy and opened a Creative Hub in 2023. The Youth Academy runs performing arts classes and workshops for 9 to 19-year-olds alongside a programme of mentoring and training for young people of African and Caribbean descent, as well as those from other minority groups. Its colourful, vibrant Creative Hub is home to a range of activities for emerging artists and the wider community; filled with music, fun and art to provide a real sense of belonging and a place where creativity can flourish. For more information, visit [www.utopiatheatre.co.uk](http://www.utopiatheatre.co.uk)

**Job Title:** Resident Artist

**Reports to:** Artistic Director/ CEO

**Job Purpose:**

The resident artist will have the opportunity to create and present their own artistic project, alongside developing their skills in leading, planning, facilitating and evaluating artistic community projects for Utopia Theatre. In an exceptionally creative and supportive environment, the resident artist will be empowered to innovate, collaborate and develop their talent.

**Job Description:**

- Manage the delivery of Utopia Theatre's participatory creative arts

workshops, which includes:

- Leading sessions using facilitation and co-creation methods
- Scheduling additional facilitators if required
- Recruiting and retaining participants
- Managing communications with participants and facilitators
- Self-reflection and collecting and assessing weekly debrief and evaluation notes from facilitators
- Manage participation pathways (volunteering scheme, service user social activities and employment opportunities)
- Manage staff and volunteer training and supervision
- Pitch, plan, deliver and evaluate creative workshops to schools and/or community centres and ensure one-to-one pastoral care and wrap around support for participants
- Lead and deliver at least one of your own creative projects, within agreement of the Artistic Director and allocated resources
- Create, participate in and collaborate on other Utopia creative activities and projects on a selective basis, by agreement with the Artistic Director
- Provide content to, and communicate with, Utopia's Marketing specialists towards the publicity of all workshops, projects, and performances, including content for social media; to connect with service users and expand the reach of Utopia's participatory work.

Please note, this job description is subject to discussion and change as the company needs to evolve.

### **Person specification.**

#### **Experience:**

- Writing/ acting/ creating theatre, film or audio
- Acting as a spokesperson for the work you create and the sector
- Delivering high quality artistic projects from a specific brief (given, or of your devising)
- Working with directors, producers, actors, designers and other creatives to realise high quality projects or productions in community settings
- Creating work in a collaborative environment and keeping colleagues and stakeholders informed of progress, meeting deadlines and responding to constructive feedback from peers
- Working in community settings and engaging with community participants, including supporting their well being

- Understanding of, including delivery and evaluation of, cultural community engagement programmes

### **Skills**

- Excellent verbal and written communication skills
- Strong interpersonal and team working skills
- Excellent organisational skills
- Good ICT skills for MS office/ Google workspace and standard office software
- Facilitation skills in using creative approaches to community engagement

### **Qualities**

- A passion for theatre and the creative arts
- Friendly, helpful, resourceful, positive and solutions-focused attitude
- Enthusiasm and support for Utopia Theatre's vision and growth

Salary: £25,000

Position: This is a 1 year contract, full time post subject to a three-month probationary period.

Days/Hours: 37.5h a week, 7.5h a day 5 days per week, to be worked flexibly around regular evening work you will be expected to perform.

The annual paid holiday entitlement: 25 days plus public holidays.

The successful candidate will be expected to apply for an enhanced DBS check or hold a valid DBS certificate granted in the past 18 months.

Pension: The Company operates an auto-enrolment pension scheme. This is at the rate of 3% from the employer and 5% from the employee on qualifying (banded) earnings.

The Government will pay in

1% of qualifying earnings, which is tax relief. If you have made other arrangements, there is the option to opt out altogether.

### **Application process**

Please send a CV and cover letter to [info@utopiatheatre.co.uk](mailto:info@utopiatheatre.co.uk)

You will be asked to share examples of your work.

Interviews are usually held face to face at our Creative Hub. On some occasions they happen online. If you are invited to interview and have any access needs, please let us know then.

## **Equal Opportunities**

Utopia Theatre aims to be an equal opportunities employer. All staff members are required to adhere to Utopia's Equal Opportunities Policy, which is available upon request.

We expect all Utopia Theatre staff and volunteers to share, behave in accordance with, and promote Utopia Theatre's vision and values, acting as a brand ambassador, celebrating equality, diversity and inclusion in all our creative endeavours, projects and partnerships.

**Vision:** To be the UK's leading voice and producer of African theatre

### **Mission:**

**Produce:** innovative contemporary African theatre productions and encourage authentic new voices from the African diaspora to share their stories on our stages and engage diverse audiences.

**Profile:** raise awareness and increase appreciation of African culture in the Arts.

**People:** Invest in the skills development of artists (people from the African community and practitioners passionate about African theatre) and support their route to regular employment. We want to provoke, educate, entertain, to challenge and to delight, create lasting memories and inspire others artistic experiences and journeys.

**Partner:** Nurture a network of partners and build mutual support in order to develop an innovative approach to working with the African community in the UK and to build global audiences.

**Place:** We tell epic stories in small and big spaces. We develop creative performance spaces (live and digital) where artists can come together to test ideas and experiment with new ways of working and lead to touring productions nationally and internationally. We want to innovate the ways the public experience theatre so that it is not just in buildings but as part of their everyday lives, not just as observers but as participants, not just with words but with all the theatrical tools available.

### **Values:**

We believe:

- art has the power and potential to change lives.
- art succeeds most effectively when people are put before profit.
- art must be available and accessible as broadly as possible.
- in shared decision making, in equal creative stake, and fair and equal pay.
- in the creative power of long-term relationships.
- in young people's potential to change the world and their rights to be seen as part of that world in a world which tells stories and narratives that connect us together.