



Arc Young Peoples Manager Role

Arc is one of the UK's leading arts & mental health charities, with a 25 year track record of producing transformational arts projects supporting thousands of people in Stockport and across GM.

We started **Young Peoples Arc (YPA)** 12 years ago, and have since worked with hundreds of children and young people who are dealing with a huge range of mental health challenges including anxiety, depression, bereavement and serious family illness, neurodiversity and bullying.

Our music and art projects provide young people with safe spaces in which they are able to express themselves without judgement. This in turn boosts their confidence, increases a sense of pride and belonging, and impacts on their mental health, building resilience to help them cope. And it's fun!

"It helps a lot when you want to express yourself and forget about the things around you."

With Arc, they meet other young people facing similar challenges and realise that they are not alone. Some are able to return to school, or feel confident enough to join groups in their local area for the first time, others make new friends and gain a sense of achievement and self-worth.

"I was worried about being with people I didn't know, worried I'd not be able to talk to people. But the atmosphere here is really great, it's really welcoming and friendly."

We are now seeking someone with music facilitation and project management experience to lead this work, initially for 2025 but with the possibility of extension as the project funding runs until Sept 2027. The role would be based at Arc's centre in Hat Works, Stockport but would involve some travel around Stockport and other GM areas with regard to outreach partnership projects.

The YPA Project Manager Role:

- To manage Arc's Young People programme of music and art projects both in Arc's centre in Stockport and outreach at partner venues across GM
- To lead the Young People's Arc Youth Music funded MusicSpace project – consisting of term time music for wellbeing activities.
- To deliver music workshops for young people at Arc and in partner venues across GM.
- To develop a responsive, dynamic and inclusive programme of music delivery which supports young people's mental health as a priority
- To ensure youth voice is at the heart of programme development
- To be the lead for the project overall, responsible for and adhering to all Youth Music and other funder grant conditions and reporting schedules.
- To set up and manage young people visual art projects in response to partnership and commission requests.

- **Key Tasks:**

- To design and develop the in-house MusicSpace offer, responding to youth voice consultation
- To set up, schedule and oversee partnership projects with a range of existing and new partner agencies, writing Arc partnership agreements with each one and negotiating any financial contribution
- To recruit, contract and induct musicians and trainees, to manage their delivery and support them where necessary across all aspects of the project.
- To mentor musicians and trainees, offering training where necessary
- To facilitate music for wellbeing delivery sessions with young people, if appropriate
- To manage the YPA budget, working with Arc's Finance Manager
- To work with Arc's Wellbeing Support Worker to ensure the in-house MusicSpace offer has a clear and safe referrals procedure, that young people are appropriately signposted to other services and that their involvement is monitored and evaluated.
- To ensure all partnership projects feed in to Arc's monitoring and evaluation systems.
- To produce end of year (and 6 monthly if required) reports with data and testimony from participants and partner organisations – in written and other formats as appropriate
- To staff the building when the weekly MusicSpace sessions are being delivered on Tuesdays 16:30 – 18:30pm, term times
- To maintain safeguarding, confidentiality, GDPR/data protection and DBS policies and guidelines with partner agencies and all artists
- To induct and manage any volunteers placed on the project
- To be an active member of Arc's team, collaborating with team members when appropriate and directly reporting to the Creative Wellbeing Lead.

The contract:

This is a freelance/self employed contract for 1 day per week (7.5 hours) running initially between Dec 24 and Dec 25. The fee is £175/day

To Apply:

Please email your cv, plus a **letter of application** (no more than 2 sides of A4) detailing how your experience would enable you to carry out this role to annette@arc-centre.org by the end of **Tuesday November 13th 2024**.

In addition, please ensure you provide the names and contact details for 2 professional/employment referees and complete the equality and diversity form [here](#).

Arc strives to meet the aims and commitments set out in our equality policy. This information enables us to build an accurate picture of the make up of our applicants to promote equality and diversity, in accordance with the Equality Act 2010.

If you want to submit your **application** in another format please contact us.

Come and meet us at a **virtual drop-in** to find out more about the role, ask any questions or for support with your application, on Thursday 7th November between 13:00 and 14:00 on Zoom, using this link:

<https://us02web.zoom.us/j/81286197883?pwd=USKavxDG3yVp4XPfxsyfNSkil9aXim.1>

Meeting ID: 812 8619 7883

Passcode: 220527

Interviews will take place at Arc, during the week of 19th November 2024 with a panel of 2 Arc team members. If there is anything else that we can reasonably do to accommodate you and any accessibility needs that you may have please let us know. Ideally we would want the YPA Project Manager to start early December 2024.

Arc is an equal opportunities employer. We welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age. We particularly want to attract candidates from areas which are currently under-represented in our workforce.

Please let us know if you require this information or want to apply in an alternative format, by emailing annette@arc-centre.org or calling 0161 480 7731.