



Festival Director (Freelance) Brief
Fixed Term, 8 month contract (January to August 2025)

Context

Burnley's Local Cultural Education Partnership (LCEP) is a group of organisations and individuals committed to improving access to cultural education for children and young people in Burnley. The partners have developed initial plans for a youth arts festival which will take place across the town from 14 – 27 July 2025 and consist of exhibitions, events and installations created by young people and inspired by the theme of 'Happy Place'.

'Happy Place' is a festival of optimism and activism through arts; a place for young people to share the spaces that make them happy; bring joy to their communities; and express their ideas, concerns and visions for the future. 'Happy Place' will put young people at the heart of placemaking in Burnley.

The festival aims to:

- Contribute to improving the mental health and wellbeing of local residents, particularly young people
- Develop young people's confidence, connections and transferable skills so that they are better equipped to pursue and attain their ambitions including employment
- Strengthen local partnerships, infrastructure and contribute to the delivery of Burnley's Cultural Framework.

It is our ambition to engage 900 young people in the festival as producers, participants and audience members but the scale and reach of the festival will depend on the outcome of an Arts Council England bid, due before Christmas. We have already secured enough funding for: this post, some engagement with primary schools (delivered by Burnley Youth Theatre) and to commission two artists to work with young people aged 13 - 25 in Burnley and co-create new work that will be shared during the festival. Confirmed partners include: Burnley College, Burnley Youth Theatre, Burnley Mechanics Theatre, Towneley Hall, Community Rail Lancashire, Burnley FC in the Community and many others.

The Role

The LCEP are looking for a freelance festival director or organisation who can work with multiple partners to co-ordinate activity and produce the festival.

The role will include:

- Organising and facilitating regular festival planning meetings
- Encouraging and nurturing partnership development within the LCEP
- Supporting the development of partnership agreements where necessary and contracting freelancers and organisations
- Creating a good safeguarding culture throughout the project and ensuring that Blaze's policies are abided to
- Commissioning and supporting at least two artists to co-create new work for the festival with young people in Burnley
- Managing the festival budget and adapting plans if new funding is secured
- Providing regular progress reports to LCEP partners and Blaze trustees
- Working with partners and local young people to produce the programme
- Leading on the development of all branding, marketing, communications and PR
- Taking responsibility for evaluation and monitoring of the project and festival.
- Ensuring that the festival is well documented online
- Any other tasks and responsibilities as required to ensure the successful delivery of the objectives.

The post will be hosted by Blaze Arts. You are expected to work around 32 days across the project and to plan this time according to demand and activity. You will have to work some evenings and weekends. Whilst some work can be completed remotely you will have to regularly attend meetings and workshops in Burnley. You will have access to workspace in Burnley and you will be provided with a phone to use on the project.

Skills and Experience

We are looking for an individual or an organisation with:

- Strong project management skills
- The ability to work independently and manage their time effectively
- Experience of partnership development
- Experience of programme management, producing a festival or complex project with multiple partners and elements
- Experience of working with young people outside of formal education
- Experience of co-creation with communities
- Experience of commissioning artists

Essential Requirements

- Public liability insurance
- Enhanced DBS check for working with children dated within 2 years
- Registered as self-employed (if applying as an individual)
- Ability to travel into and around Burnley as required

Fee

The total fee for this contract is £7680 (including VAT)

You are expected to work the equivalent of 32 days @ £240 p. day over the course of the project.

How to Express your Interest

Please send your CV and a cover letter outlining:

- Why you are interested in the role
- Your relevant skills and experience

Expressions of interest should be sent to: helen@blazearts.co.uk

We will accept your expression of interest in written, audio or video format.

Deadline for expressing interest: 9.00am, Monday 2nd December 2024

Interviews will take place in Burnley on Wednesday 11th December 2024.

If you have any questions about the role or expression of interest process, please contact Helen Thackray on helen@blazearts.co.uk