



Nenagh Arts Centre CLG is a vibrant arts centre, presenting an ambitious multi-disciplinary programme of events. The Arts Centre also offers opportunities for artists across artforms to present quality work & the chance to directly engage with the community.

Nenagh Arts Centre

- Programmes a wide range of creative and artistic events to enhance individual and community enjoyment and wellbeing
- Engages professional arts practitioners through outreach and collaborations in order to develop new work
- Engages with new and existing audiences through projects that promote creativity, participation and inclusion

Artistic Director

Job Description

The role of the Artistic Director is to imaginatively lead and manage the development and growth of the arts centre and to implement a strong artistic programme for this venue and its audiences.

The Artistic Director will be required

-To work with the Board of Nenagh Arts Centre to run a dynamic venue with responsibility for the overall programming & management of its activities.

-To support and manage the structures and measures necessary to fully realise the potential of the venue

-To be responsible for the successful artistic, business, financial and HR management of the organisation.

Artistic Programming

- Develop and implement a programme of arts and entertainment that balances artistic, community and commercial considerations.
- Negotiate terms for the use of the venue and other spaces.
- Develop relationships with local, national and international theatre and artistic companies, artists and performers.
- Ongoing management and development of Spleodan Arts Festival and Nenagh Youth Theatre.

Finance and Administration

- Manage the administration and reporting required for Board meetings.
- Management of the annual operational budget.
- Ensure timely, accurate and clear financial reporting to the Board.
- Source and maximise grant aid, sponsorship, donations, earned income and other sources of funding.
- Ensure optimum revenue is generated through hires, ticket and room hire, artwork and agency commissions and identify other appropriate sources of income.
- Administration of the various work schemes operated at Nenagh Arts Centre including the TUS Scheme and the Community Services Programme. The latter programme is managed by Pobal on behalf of the Department of Rural and Community Development.
- Manage Health & Safety within Nenagh Arts Centre ensuring effective risk management, compliance with policy, and procedures.

Marketing, Sales and Audience Development:

- Ensure the marketing & audience development strategy remains focused and is carefully reviewed at regular intervals.
- Act as the spokesperson in the media where appropriate.
- Monitor sales and financial controls to maximise the operation of the arts centre business.

General

- Responsible for the general management and operation of the venue.
- Responsible for the direction and management of all employees.
- Ensure that all relevant policies including Equality and Diversity, Employment, Health & Safety, Environmental etc are up to date and are being effectively implemented.
- Carry out other duties as required/directed by the Board.
- To manage off site projects as directed by the Board.

Person Specification:

The Artistic Director is responsible for the overall management and operation of Nenagh Arts Centre.

Inherent in the nature of the work is a requirement to understand and appreciate the needs of the arts community and audiences in the context of contemporary arts practice.

The Artistic Director will have proven arts management experience as well as the ability to manage staff and the administration and financial operation of the centre and should have a thorough knowledge of the arts sector.

The Artistic Director will work with the board and the wider arts community to devise, initiate and manage an innovative, interactive, relevant and sustainable arts development programme for the centre to include an outreach and education programme.

Experience in arts marketing and/or audience development is desirable.

He/she will oversee the further development of a vibrant, relevant and sustainable artistic vision and ethos for Nenagh Arts Centre.

Terms and Conditions of employment:

1. The position is a three year fixed term contract
2. Salary available on request.
3. Travel and subsistence allowances will apply.
4. Attendance at weekends and at night (as required) will be an integral part of the working week.
5. Hours of work will be 39 hours weekly.
6. The post holder will be entitled to 21 days annual leave plus all public holidays (or days in lieu of public holidays).
7. The post holder will report to the Chair of the Board of Nenagh Arts Centre CLG or such other person as assigned by the Board.

Qualifications:

Character

Candidates shall be of good character.

Health

Candidates shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

Essential:

- A minimum of three years relevant work experience in the arts or cultural sectors at management level.
- An ordinary degree (level 7 or higher on the National Framework of Qualifications) in an arts/cultural or relevant discipline.
- Strong leadership skills.
- Strong organisational and communication skills.
- Strong IT skills
- A good knowledge of national arts policy & contemporary arts practice

The Selection Process

Nenagh Arts Centre reserves the right to shortlist applications if required.

Expenses incurred by candidates in attending for interview, will be at the candidates own expense.

Shortlisted candidates will be invited to make a presentation at interview.

It is anticipated that interviews will take place during the week of 18th March 2024.

How to Apply:

Applicants should submit **a CV and cover letter** by e-mail with subject:

APPLICATION ARTISTIC DIRECTOR to director@nenagharts.com

Closing date: 11th March 2024 – 12 noon