



WISE UP  
WORKSHOPS  
CIC

[www.wiseupworkshops.com](http://www.wiseupworkshops.com)

T- 07506 295782

‘Inspiring individuality through creativity’

**Do you enjoy supporting people in the community through creative arts?  
Have you got a background in theatre-making? Have you got knowledge  
about working with young people who have disabilities?**

**A new opportunity has arisen, a part-time post funded by the National  
Lottery Community fund for 22 months starting in April 2022.**

We are searching for a positive, creative, and confident individual who understands the importance of safeguarding young people to join our neurodiverse team at Wise Up. We welcome applications from all walks of life and backgrounds, from the BAME community and people with disabilities. Wise Up has made a positive commitment to employing people of all abilities and experience for the roles within our organisation.

The right candidate will have a drive to work in a person-centred approach, be inclusive in their approach with flexibility to adapt to meet the needs of the attendees. The role requires a commitment in understanding young people for 'who they are' and to build on strengths, to see the person before their skills which is vital to the success of the wise up recipe. We thrive on working in an open, honest and creative practice as a team, and value our wellbeing as much as our attendees.

**Job Role overview** Part-time Lead Creative Art Practitioner

- **Hours;**  
20 hours- Mondays flexible, Tuesday evenings, Wednesday daytime & Friday daytime.
- Flexibility is required for this role to include evening and weekend work
- Training includes Forest Skills and Art therapy courses
- **Terms of contract** part time and temporary/ 22 months/ Funded role

- **Salary** £13,000 per annum
- **Holiday Entitlement** 112 hours
- **Probation** 3 months from first day of appointment
- **Notice Period** 8 weeks
- **References** All offers of employment are subject to the receipt of satisfactory references
- **DBS** This role is subject to satisfactory DBS check

### **Responsibilities**

- Preparing and delivering creative workshops to young people ages 4-17
- Engaging all abilities to build confidence, life skills and self-worth through creativity
- To support the delivery of the activities by preparing registers, equipment and other tasks as required
- Business development
- Planning & promoting our services and projects
- Fundraising (Planning, delivery & leading)
- To develop and maintain relationships with teachers, artists and organisations
- To keep an accurate record of participant statistics and feedback, in line with the requirements of our funders
- To be responsible for Health and Safety during activities
- To attend and contribute to team meetings
- To represent Wise Up Workshops CIC at external meetings as required
- To attend Wise Up performances and events
- To adhere to the company's policies on Health and Safety, Child Protection, Environmental and Equal Opportunities

### **Person specification**

- Creative
- Inclusive
- Confident
- Honest
- Committed
- Open minded
- Leadership skills

- Flexible
- Person-centred/ Understand the child-led approach
- Understanding, compassionate and observant
- Excellent time-keeping
- Communication skills
- A team player and initiative for working alone
- Ability to work alone and as a team
- Background in working with young people
- Background in working in SEN
- Most important of all have a great sense of fun, creativity and passion

### **How to apply;**

Please read through the information provided, complete an A4 written statement in application for the job role referring directly to the job description and person specification as well as attaching your CV by noon on the 10<sup>th</sup> of March 2022.

If you are successful in being shortlisted for interview, we will let you know by the 17<sup>th</sup> of March

If you require this information in an alternative format, please contact us on  
**07506 295782.**

*NB; office hours are Tuesday, Wednesday & Friday.*

Interviews will take place on the evening of Tuesday the 22<sup>nd</sup> of March between the hours of 6pm and 8.30pm and Wednesday the 23<sup>rd</sup> of March 2022 between the hours of 3.30pm and 5pm.

