

Entelechy Arts
Job Pack & Job Description
Artist Mentor (freelance)



Hannah James, Entelechy Arts' Associate Director – photo by Jon Archdeacon

About Entelechy Arts

Entelechy Arts is a long-established, much respected community arts company, based in Lewisham. We produce projects which powerfully test the boundaries between art, creativity, care, wellbeing and community.

We believe in the creative power of the individual, and that everyone should have the opportunity to contribute to the creative life of their local community. This richness in sharing stories and experiences of those who can often feel underrepresented, encourages stronger communities, changes

perceptions, and ultimately helps people live healthier, happier and more connected lives.

We produce vibrant and important cultural programmes, created by and for the communities we work with, namely isolated older people, those living with profound and multiple disabilities, and those living in care home environments, enabling them to play an active and visible role in the creative life of their community.

Our programmes are often developed in partnership with organisations from across the arts, health and care industries on a local and national level.

We work with a pioneering and diverse range of artists across all art forms, who collaborate with our communities to meet, celebrate, and experience each other and the world.

About the role

We have recently appointed Hannah James as Associate Director to help our development as an organisation, as we move from cultural participation to what we are calling 'cultural ownership' to re-distribute our artistic leadership among our communities. The **Artist Mentor** will play a key role in supporting the Associate Director's job as well as their creative practice.

Duties and Responsibilities

The Artist Mentor will:

- Work closely with Hannah and support her role in helping us develop and implement ideas to create the model for the community 'owned' arts charity of the future.
- Liaise with Hannah's PAs and family, as well as the wider Entelechy Arts team and communities, building strong communication pathways.
- Act as a coach to help shaping Hannah's role as Associate Director as well as her creative practice.
- Ensure Hannah has everything she needs to carry out her role – this could be clarifying her to-do list and prioritising tasks, managing her work diary, making sure she is prepared for meetings etc...

- Ensure Hannah has the space to share her ideas and opinions during meetings, both on Zoom and in-person.
- Support with researching, writing, creating, and experimenting.
- As this is a new position, the appointed candidate will help to shape and develop this role together with the Associate Director and the wider Entelechy Arts team.

Person specification

- Good communication skills whether this be non-verbal or verbal and ability to communicate with different groups of people.
- Ability to work through challenges and differences of opinion, seeing them as positive assets.
- Ability to work in small steps and steadily.
- Strong organisational skills.
- Creative understanding of all art forms.
- Experience of working with diverse groups of people.
- Strong advocacy and mediation skills.
- Interest in organisational dynamics, systems, roles and outside facing remits.
- Understanding of what is required in leadership roles.
- Good facilitation skills and able to set boundaries.
- Ability to work with uncertainty and exploration.
- Open to innovation and to learning through playfulness and fun.
- Good dancing skills.

Terms

- Freelance contract, ideally beginning in September 2023.
- Fee: between £150 - £250/day but open to negotiation.
- Part-time, 1-2 days a week (please note the Associate Director has a flexible schedule but will often work on Mondays and Tuesdays.)
- Normal office hours are 9.30am - 5.30pm, Monday to Friday.
- Normal place of work is the Albany, Deptford (SE8) with occasional work in different venues across South London.
- DBS required.

Equal Opportunities

Every day we work with people from a wonderful, wide range of backgrounds, and we are keen to hear from a diverse range of candidates with different perspectives, experience and knowledge. We are actively trying to diversify our staff workforce. We particularly welcome interest from Black, Asian, Minority Ethnic and disabled candidates.

Access & Support

We are committed to ensuring anyone can take part in this opportunity. If you have specific support requirements, please get in touch to discuss how we can meet your support or adjustment needs for your application or interview. If you have any questions, have access support requirements or would like any assistance with the language and terminology in this document please contact Gaia by email: gaia.bini@entelechyarts.org who will be able to discuss further or arrange support.

Application

To apply, please email your C.V. and a covering letter to Gaia: gaia.bini@entelechyarts.org by **11pm on Sunday 23rd July** with subject line "Artist Mentor application".

For an informal conversation about the opportunity please email info@entelechyarts.org with your questions, and we'll put you in touch with a member of the team.

Interviews will be arranged in August.