

LIVERPOOL  
everyman  
& PLAYHOUSE  
theatres

# CREATIVE DIRECTOR

## APPLICATION PACK 2024



*We are trying to make our application process as open and accessible as possible, so if you are experiencing any barriers to accessing the information, and would like this pack in a different format, or would like to submit your application in a different way, then please contact our recruitment team via [recruitment@everymanplayhouse.com](mailto:recruitment@everymanplayhouse.com), or by calling us on 0151 706 9113. We are always happy to discuss any requirements that candidates may have for interview as a disabled person; someone with parental or caring responsibilities; or other reasons, and we will always try to make any adjustments possible to make participation easier.*

# ABOUT LIVERPOOL EVERYMAN & PLAYHOUSE THEATRES

The Liverpool Everyman & Playhouse theatres are a local artistic force with national significance and an international reputation. Our two theatres are united by our passion for our art-form, our love of our city and our belief that theatre can transform lives.

We are now looking to recruit a new Creative Director to lead the theatre artistically, building on our national reputation for innovation, talent development and progressive social change. We seek someone who will embrace our proud history of groundbreaking national achievement. They will have a strong vision of how our theatres can be a vital focus for the communities in the Liverpool City Region and beyond, telling stories which are compelling locally and nationally, supporting and attracting talent and contributing to Liverpool's reputation as one of the country's most vibrant cultural cities.

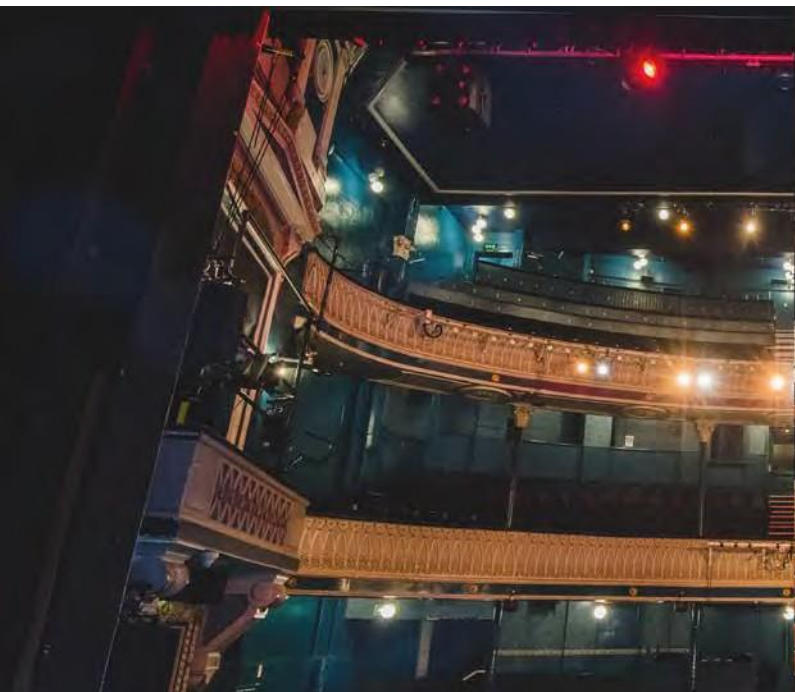


*Cinderella*, at the Everyman, 2023



*The Beekeeper of Aleppo* at the Playhouse theatre, 2023

Our theatres strive to reflect the aspirations and concerns of our audiences, to dazzle and inspire them, welcome and connect with them, nurture the artists within them and fuel their civic pride. Wherever these connections happen – whether in our theatres, in the community, in schools, or nationally – we hope to ignite the imagination, explore what it is to be human, and always to exceed expectation.



Playhouse auditorium



Everyman auditorium

Across our two theatres - one a 440-seat thrust, the other a 670-seat proscenium - there is an opportunity to produce and present the richest range of work for the widest audience. The Playhouse is a cultural gem of both local and national significance and was one of the first theatres to operate a repertory theatre in the country. The Everyman has established a global reputation for theatre innovation and bringing new voices and talent to the world.

As a National Portfolio Organisation of Arts Council England (ACE) and with support from the Liverpool City Council (LCC) through their Culture and Arts Investment Programme, the theatres are expected to deliver a programme of activities that align with the ambitions of funders. This includes a commitment to ACE's Investment Principles as well as delivering to the outcomes of LCC's Cultural Strategy.

The theatres come under the umbrella of the Liverpool & Merseyside Theatres Trust (LMTT) and are governed by a Board of Trustees. The role of the Board is to organise and direct the affairs of the Trust and its subsidiaries in a manner that seeks to promote and further the achievement of the Charitable Objectives.

In 2024, we continue to deliver on our Vision through an ambitious and dynamic programme across all our performance spaces, through the delivery of a revitalized Young Everyman Playhouse (YEP) and our strong partnerships with our Associate companies: 20 Stories High, Cardboard Citizens, Homotopia, Graeae, New Earth and Talawa.

With a robust business model and strengthened organisational leadership with a new Finance Director starting in May, a change in Creative Director presents an exciting opportunity to introduce a fresh perspective, ensuring the organisation is relevant, compassionate and collaborating effectively with the local communities it serves.

The theatres have a tremendous history, and now we are looking to embark on a new exciting chapter with a new Creative Director at the artistic helm of the organisation.

## Our Vision

WE WILL BE THE MOST RELEVANT CHANGE MAKING THEATRE, ARTISTICALLY INNOVATIVE, TALENT ENHANCING, SOCIALLY IMPACTFUL, AND REPRESENTATIVE OF EVERYONE.

## Our Mission

TO USE THE POWER OF THEATRE TO INSPIRE ENTERTAIN AND NURTURE POSITIVE SOCIAL CHANGE.

## Our Values

### **COLLABORATIVE**

WE LISTEN, WE SHARE, WE CO-CREATE.

### **CREATIVE**

WE BELIEVE IN THE POWER OF CREATIVITY TO INSPIRE AND CHANGE LIVES.

### **COMPASSIONATE**

WE ARE OPEN-HEARTED, GENEROUS AND SUPPORTIVE.

### **COURAGEOUS**

WE ARE DARING AND BRAVE – A VOICE FOR THINGS WE BELIEVE IN.

We have established strong relationships in the communities of Merseyside and beyond, nurtured through an extensive and innovative outreach and education programme, and believe that the creation, delivery and experience of the highest quality theatre must be open to all. The role of Creative Director is instrumental in strengthening our partnerships with our local communities and exploring the artistic potential made possible through a closer working relationship.

We nurture and develop the artists and creative workforce for tomorrow through our award-winning Young Everyman Playhouse programme (YEP). YEP is a place of playful creativity for young people to be themselves, tell stories and gain opportunities in the creative industry. Working with outstanding professional artists, YEP members develop their creativity, learn new skills, gain qualifications and make new friends in a welcoming and supportive environment.



*High Times and Dirty Monsters, 2023*



*This Is Not A Crime, 2023*

We are committed to diversity and equality and expect all staff to be active in promoting diversity and supporting people to experience our work and buildings. Our Diversity Action Group is made up of staff, board members and paid external co-opted members to agree measurable targets in the short, medium and long-term and monitor our progress on the journey. Last year we broadened the focus of our DAG to include disability, alongside their existing focus on ethnic diversity, undertaking a series of positive actions to bring about the change we wish to see in our organisation. With this in mind, we particularly welcome applications from ethnically diverse and disabled applicants, and we are a Disability Confident Employer.

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# THE ROLE OF CREATIVE DIRECTOR

Responsible to: Chief Executive

Responsible for: Head of Producing and Programming, Head of  
Production, Head of Young People and Community

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## PURPOSE OF ROLE

The Creative Director is a member of the Executive team and is the artistic lead for LMTT. They play a critical senior role in the organisation and are a key artistic advocate for the theatres on a local, national and international level. This role works collaboratively with staff, board, local creatives and external stakeholders to co-create a relevant artistic vision and deliver exceptional programming for the theatres. Key to achieving this will be working in collaboration with creative partners to create our programme of work and bringing artistic teams together to deliver creative projects. Implicit is an absolute commitment to equality, inclusion and diversity.

The Creative Director plays a pivotal role in defining the LMTT's future by helping to deliver the following outcomes with the support of the wider staff team and stakeholders:

- LMTT being known for the way in which it:
    - produces and presents innovative and ambitious work
    - celebrates the diversity of its region
    - engages and collaborates with its communities and audiences
    - innovates, develops talent and progresses social change
    - embodies its values at all times
    - partners with its Associate Companies to achieve shared outcomes
  - Diversity and inclusion being put at the heart of LMTT's artistic vision, ensuring that the theatres are a safe and welcoming place for all, regardless of an individual's background or means
  - LMTT being a nationally significant artistic organisation, representing Liverpool and the region as a leader in creative culture
  - Celebrating new work and local stories, identifying local emerging talent and providing meaningful creative opportunities and support for artists at all stages of their career
  - Developing strong creative partnerships across the region, in support of the city's civic agenda, matching LMTT's artistic vision and programming to the real needs and wants of the city
  - Creating an innovative long-term artistic programme, within a well-established programming framework, which is both relevant to the communities we serve and has far-reaching impact
  - Embracing digital content creation and distribution as an integral part of our artistic programming
  - Maintaining the short and long-term financial resilience of the artistic programme and develop productive and strategic partnership relationships with all existing and future funders
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## PERSON SPECIFICATION

*Single or joint applications are welcomed from those with experience in wider creative disciplines. We are not expecting this role to direct productions.*

We are looking for a candidate who can evidence the following skills:

- Artistic vision and leadership with the ability to collaborate, share and develop groundbreaking partnerships
- Ability to collaboratively programme work that exploits the potential of all of our LMTT spaces, inside, outside and digitally
- A leadership style that is compassionate; that inspires and empowers others, fosters a strong team spirit, is a supportive and committed line manager, develops potential and enables collaboration
- An understanding and interest in digital content creation
- Excellent communication and interpersonal skills, including the ability to influence and advocate successfully, speak publicly and write concise impactful reports
- A track record of working to budgets and deadlines, and an awareness of resource and financial risks
- Strong team player who collaborates well with a range of colleagues
- Ability to work under pressure, and in a rapidly changing environment
- Absolute commitment to equality, inclusion and diversity

Essential knowledge and understanding	Desirable knowledge and understanding
<ul style="list-style-type: none"> <li>- Forward thinking, well connected with good knowledge of the sector</li> <li>- Formulating budgets for creative projects</li> <li>- Extensive knowledge of current theatre practice, regionally and nationally</li> <li>- A commitment to evaluation and own personal learning and growth</li> <li>- A connection, or commitment, to Liverpool; it's communities and cultural ecology</li> </ul>	<ul style="list-style-type: none"> <li>- Knowledge of the Equity and BECTU Agreements</li> <li>- Understanding of developing image and copy for show marketing</li> <li>- Project planning</li> <li>- Exploiting digital and broadcasting opportunities</li> <li>- A wide range of industry contracts</li> </ul>

We are a strategic partner with PiPA (Parents and Carers in Performing Arts), who campaign to enable and empower parents, carers and employers to achieve sustainable change in attitudes and practices in order to attract, support and retain a more diverse and flexible workforce. We are always happy to discuss solutions that allow people to balance their caring responsibilities with their working lives, for example, through job shares or flexible working arrangements

# Creative Director

## MAIN TERMS AND CONDITIONS OF EMPLOYMENT

	Category	Term
1	Tenure	This is a full-time, five-year fixed-term contract and is subject to a probationary period of six months
2	Reporting to	Chief Executive
3	Responsible for	Head of Producing and Programming, Head of Production, Head of Young People and Community
4	Salary	£55,000 – 65,000pa (dependent on experience)
5	Hours	40 per week. No overtime is payable but time off in lieu for excess working hours may be agreed with the line manager as appropriate. There will be evening and weekend hours required
6	Annual Leave	28 days per annum (inclusive of all statutory English bank holidays), rising to 30 days after 3 years service. Holiday year runs from 1 January – 31 December
7	Notice Period	6 months
8	Pension	The Company operates an auto-enrolment pension scheme.
9	Place of Work	Mainly at the Everyman and Playhouse Theatres, Liverpool; post will require some regional, national and international travel <u>NB.</u> Willingness to live in the Liverpool City Region will be required
10	Additional Benefits	The Theatres offer a number of discretionary benefits including: <ul style="list-style-type: none"> <li>- Interest-free Season Ticket Loans with Merseytravel</li> <li>- Cycle to Work scheme – enabling you to buy a bike in a tax efficient way, for travelling to and from work.</li> <li>- Membership of a healthcare cash plan: Paycare (including an Employee Assistance Programme and 24 Hour GP Telephone Consultation Service)</li> <li>- Free and / or discounted tickets for performances</li> <li>- Discounts on our food and drink offer</li> </ul>

All other terms and conditions of employment are as detailed in the Staff Handbook



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## HOW TO APPLY

The deadline for applications is Thursday 28<sup>th</sup> March 2024 at 12.00pm.

Please submit a current CV, with a covering letter or email to share with us your reasons for applying for the post; how your experience and skills support your application; and any other information you believe is relevant.

Applications should be sent to: [recruitment@everymanplayhouse.com](mailto:recruitment@everymanplayhouse.com)

You should also submit the names of two referees, one of whom should be your current or most recent employer, indicating at what stage of the application process they may be approached.

Please also complete the equal opportunities monitoring form via <https://www.surveymonkey.com/r/LTV8V9C>; a summary of our Equal Opportunity Policy is also available on the website.

All applicants will be advised on the outcome of their application in writing.

Interviews will be held during the w/c 8<sup>th</sup> April 2024. We anticipate that these will be held online with a second in-person interview during w/c 15<sup>th</sup> April 2024. Any offer of employment will be subject to the receipt of evidence of the right to work in the UK as defined under current legislation.

Should any candidate wish to have an informal conversation in advance of application, this can be arranged via the email address above.