



JOB PACK – Community Engagement Lead

Margate is home to an established and burgeoning creative community and has been identified as a key production hub within the Thames Estuary Production Corridor.

While statistics show creative businesses have grown in the town, Margate has lost significant amounts of commercial spaces in the last 20 years. Coupled with rising rents for the remaining eligible spaces, this has created a lack of appropriate venues for the variety of artistic pursuits. Creative practitioners and businesses urgently need space to enable them to stabilise and see the sector grow in Margate.

Taking inspiration from other land trust models developed to provide affordable places to work and live, the Trust in Margate will ensure that its creative spaces and accompanying programming are inclusive. A central part of its mission is to support under-represented or disengaged communities to access opportunities within the creative industries, including mentoring, jobs, training and enterprise development.

The Trust was co-created with the community and local creative practitioners, and was established as an independent entity on behalf of the Margate Town Deal Board.

Substantial funding has been secured from Central Government through the Margate Town Deal, and the Margate Creative Land Trust was registered as an independent charity in April 2022. Its goal is to purchase physical space in Margate, provide affordable rents and deliver community programmes to support inclusive, sustainable practice in the creative industries in Margate and across the area of Thanet.

Vision

A thriving, resilient and innovative creative sector that provides inclusive enterprise, employment and learning opportunities for people living and working in Margate and the surrounding areas.

Mission

To establish a variety of accessible and inspiring creative spaces that provides benefit to the community, creative sector and local economy in perpetuity.

Aims

- To protect, sustain and grow Margate's creative sector through improved security and sustainability, and by increasing the quantity of places for creative practice in the town
- To support the inclusive regeneration and economic growth of Margate and the district of Thanet
- To support the creation of new jobs and training opportunities within Margate's creative enterprises, and to address barriers to entry for Thanet's diverse communities
- To celebrate Margate's creatives and the achievements of the sector and, to support its growth and establishment as a regional creative hub
- To add value to existing market activity and to avoid displacement or crowding out of initiatives by others
- To support moves towards a zero carbon and environmentally sustainable economy through our investment decisions and operations
- To be a fair employer and promote equality, diversity and inclusion in all that we do
- To be evidence based in our investment decisions to meet the specific needs of Margate's creative community
- To be timely in our decision making and delivery
- To lead to enable the realisation of our vision
- To work in partnership and collaboration with others to achieve our mission

Values

Open & inclusive: We are friendly, approachable, accessible and seek to work collaboratively and in partnership. We will design ways to ensure we meaningfully and regularly engage with the communities we serve

Innovative: We know we have to play the long game to have a lasting impact, but we are not afraid to test or pilot radical ideas in the short term. We are ambitious and we will disrupt the status quo to ensure more underrepresented groups benefit from creative sector opportunities

Sustainable: We are a commercially sound, environmentally and socially responsible organisation and we champion this within the sector.



- Job Title:** Community Engagement Lead
- Responsible to:** Executive Director
- Responsible for:** no staff responsibility
- Salary:** £35,000 - £40,000 p.a. pro rata dependent on experience (3 days/0.6 FTE, with scope to increase to 4 days/0.8 FTE)
- Term:** Two-year fixed term contract, with scope to extend

THE ROLE

Margate Creative Land Trust is looking for a tenacious and personable engagement professional to lead on a diverse and collaborative programme of engagement, outreach and support. This is a key role within the charity as we move towards the acquisition and development of our first building. As a new organisation this role also offers the chance to shape the direction of the work and help drive the evolution of the Trust.

The postholder will be responsible for developing and overseeing a programme of community activity, alongside creative capacity building, training and support in response to local needs. The ideal candidate will be determined, confident, and comfortable engaging with a broad range of people, across a variety of initiatives and environments. They will have experience of co-creating projects or programmes with creatives and local communities, and will be adept at identifying local and national partners to collaborate with to deliver initiatives and projects to complement in house capacity.

Key Responsibilities

- Engage and empower the creative sector in Margate to co-design projects and programmes, so that local and creative communities are at the front and centre of our activity
- Raise awareness of, and inspire and encourage local people to engage with the Trust, including those who are not currently active participants in arts and culture
- Research, develop and maintain relationships with a rich network of creative organisations and community groups, to develop our network , including with local schools, colleges, resident groups, culturally diverse groups, faith groups, and business communities
- Develop and deliver creative and community events that support learning, capacity building, and networking
- Collaborate with colleagues to identify and develop opportunities for partnership working, particularly with agencies supporting under-represented groups
- Develop a strategy for external commissioning of elements of our engagement programme, to ensure local organisations are given the opportunity to be part of our delivery teams

General Responsibilities

- Maintain clear and detailed records of programme outputs and produce reports/evaluations on work programmes and activities as required
- Act as an ambassador for the Trust, including attending public events and meetings as its representative
- Assist in the planning and organisation of meetings, conferences or events organised by the Trust
- Abide by all organisational policies, codes of conduct and practices, and work within a framework of equal opportunities, anti-discriminatory and anti-racist practice
- Be flexible within the broad remit of the post

PERSON SPECIFICATION: Community Engagement Lead

Essential:

- Experience developing relationships with a wide range of organisations/partners for mutual benefit, track record developing networks
- Proactive and persistent self-starter, ability to work as part of a small agile team
- Knowledge of the current community and/or creative sector landscape in Thanet
- Understanding of and an active commitment to promoting equal opportunities, inclusion and diversity
- Experience of mapping and identifying engagement tools for a wide range of stakeholder groups
- Experience in co-design and/or participatory approaches to engagement and outreach
- Experience of developing and delivering programmes and events guided by the use of insight and research, in engagement, capacity building or skills development
- Experience sub-contracting or commissioning organisations to deliver activity
- Ability to carry out a range of research and information-gathering activities, and organising and reporting on data in a clear and relevant manner
- A good standard of written and spoken English

Desirable:

- Experience working in the creative sector or not-for profit sector
- Knowledge of the education, skills and employment environment in Thanet
- Experience working with harder to reach groups or young people not in education, employment or training
- Experience of producing or delivering educational and/or creative community programmes
- Experience of writing successful funding bids

Salary

£35,000 – £40,000 p.a. pro rata dependent on experience (starting at 3 days/0.6FTE, with scope to increase to 4 days/0.8 FTE) .

Hours

37.5 per week (22.5 pro rata). Hybrid working with at least 2 days in the office based in Margate. Candidates must also have the flexibility to work outside of normal office hours, occasionally at evenings and weekends as required.

Benefits

25 days holiday plus bank holidays (pro rata)

Auto enrolment pension after successfully completing probation with regular employer's contribution.

As a start-up, we anticipate benefits will be further developed by the charity, subject to Board approval.

Equity, Diversity and Inclusion

The Trust values diversity and must represent Margate and the wider area for the entrepreneurial, creative and diverse place that it is. We are committed to social justice and tackling under-represented people from a wide range of backgrounds, including those in our immediate vicinity. We want to be as inclusive as possible from the outset. We particularly encourage applications from those who are under-represented, including people facing socio-economic barriers, LGBTQ+ people, people from the Global Majority and people with disabilities. We are very keen to hear from people who have lived experience of, and / or a personal connection to, Margate and the surrounding area.

How to apply:

To apply for this role please send your CV with a supporting statement (not more than two pages A4) explaining why you want to apply and how you meet the job's Essential and Desirable (where relevant) criteria outlined in the person specification above to info@margatecreativelandtrust.org

Please state in the subject line: **Community Engagement Lead** – First Name Last Name

When submitting your application, you will also be asked to provide personal information across several dimensions of diversity and inclusiveness. This information is kept entirely confidential and will not be used to evaluate your candidacy. We collect this data to help us analyse our recruitment process holistically and implement actions that promote diversity and inclusiveness. While optional, we strongly encourage you to provide this information as it will hold us to

account and contribute towards our goal of building a fairer working world. We ask you because it matters to us all.

Applications Timetable

Deadline for applications: Friday 16th February, 12pm

Shortlisted candidates contacted: Wednesday 21st February

Interviews: Wednesday 28th, Thursday 29th February, Friday 1st March

Period of notice: 1 week either way during probationary period. 2 months' notice after completion of the 3 months probationary period

Asylum and Immigration Act 1996: To confirm your right to work in the UK, MCLT is required by law to see the original of at least one document from HM Government specified list.

<https://www.gov.uk/government/publications/right-to-work-checklist/employers-right-to-work-checklist-accessible-version>