



**Arts & Health Manager
Recruitment Pack**

Akādemi

Arts & Health Manager Recruitment Pack 2023

Akademi is recruiting for the brand new post of Arts & Health Manager. Thank you for your interest in this role and in Akademi's work.

This pack sets out the job description and role details, along with information about Akademi. More information can be found at www.akademi.co.uk and we encourage prospective candidates to look at the information on our website.

If you would like to have an informal chat about the role please contact Executive Director Kirsten Burrows on kirsten@akademi.co.uk. We look forward to receiving your application.

About Akademi

Akademi's vision is that South Asian dance is a vital part of everyone's creative expression. We make vibrant, fascinating, and meaningful South Asian dance. We use the compelling power of storytelling, rhythm and gestures to create deeper connections with each other and our wider world. Care is at the centre of all that we do. Akademi has been the beating heart of South Asian dance in the UK since 1979.

We are known for our world-class dance performances and groundbreaking wellbeing, education and community programmes. Our work is for everyone, and we take our work to a wide variety of locations from theatres, parks, shopping centres and festivals to hospitals, care homes and schools. Through the captivating forms of South Asian dance like Bharatanatyam and Kathak, we bring joy, inspiration and hope to people's lives.

The artistic community we work with are our collaborators and partners. We engage with internationally recognised dancers, choreographers and artists to nurture the future generation of South Asian dance form leaders. We collaborate with environmental, science and health specialists to share stories of the societal and scientific issues of our world today.



Akādemi

Akademi has developed a wide ranging and hugely successful portfolio of learning and participation projects. Our South dance artists deliver workshops, experiences and performances for all ages; from children to older adults, across a variety of settings including mainstream and SEND schools, CAHMS facilities, community organisations, care homes and hospital atriums & wards as well as in theatres and outdoor settings.

About Dance Well

Akademi's Dance Well programme includes existing delivery of workshops, performances and participant interventions across a number of London hospitals, including a 24-year long partnership with Chelsea and Westminster NHS Foundation Trust.

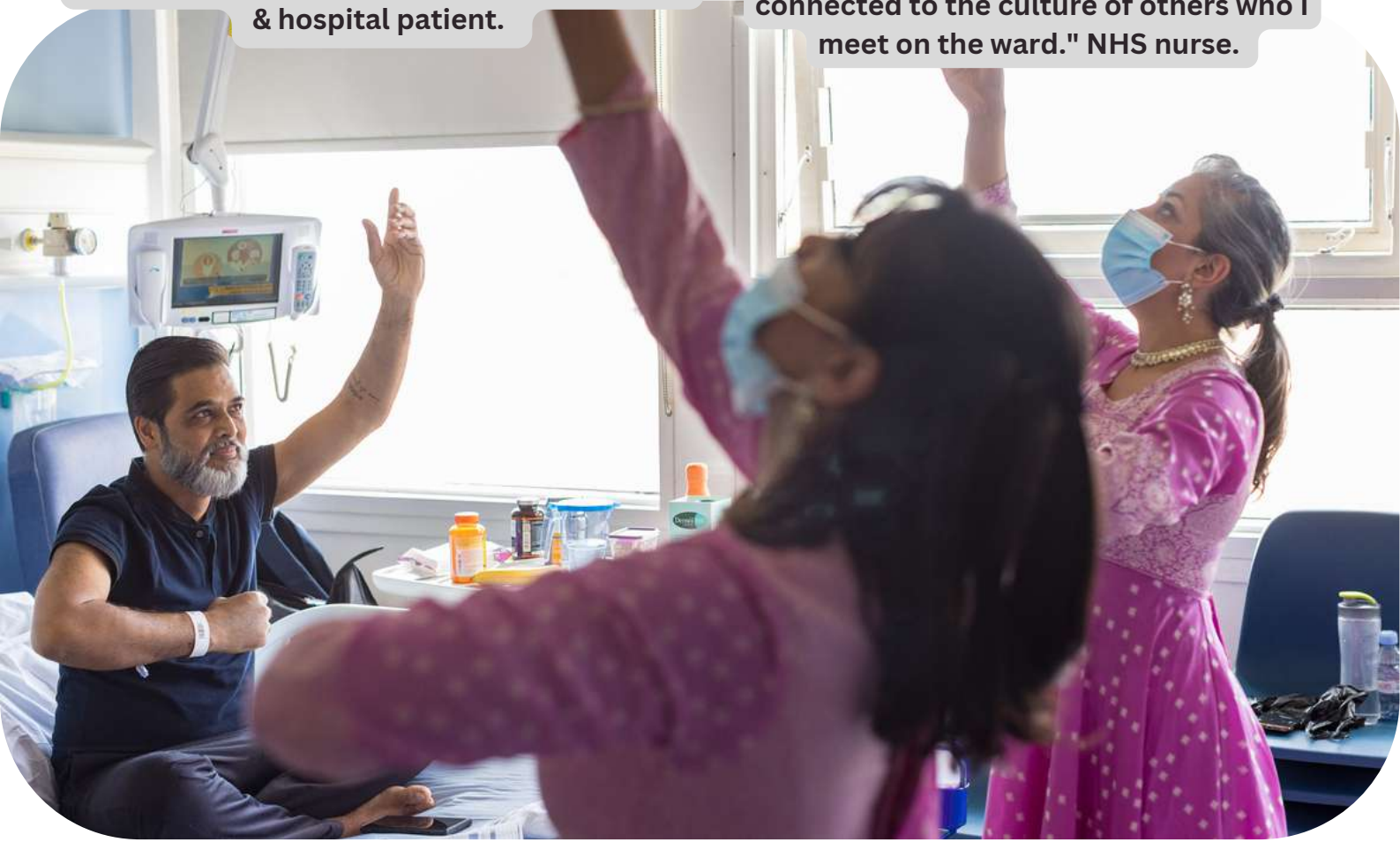
Akademi's track record of community and health work demonstrates that South Asian dance can have a powerful impact on the health and wellbeing of the general population.

Our evaluation has evidenced positive impact for participants including:

- Improved static and dynamic balance reducing the risk of falls.
- Development of new friendships.
- Engagement in additional physical and cultural activities.
- Improved levels of self-confidence alongside a reduction in levels of stress and anxiety.

"I have been lying all night in terrible pain feeling extremely anxious I now feel so much better. Your beautiful dancing was an inspiration, it completely changed the energy in the room." Dance Well participant & hospital patient.

"Dance Well brings us staff together as we face lots of struggle in the NHS. There is a beautiful sense of unity, laughter & joy. It improves my concentration, balance, confidence and movement. I feel more connected to the culture of others who I meet on the ward." NHS nurse.



About Dance Well continued

Dance Well utilises a unique programme of South Asian dance movement & accompanying language ie Sanskrit names for mudras and 'bhols' (vocalisation of pulses and footwork beats); pleasurable repetitions of recitations/chants that accompany Kathak and Bharatanatyam rhythms which help to support mindfulness & mental clarity.

The rhythms from South Asian dance enhance co-ordination and cognitive function and provide a creative outlet and distinct mode of expression through mudras (hand-gestures) and storytelling to encourage movement that compliments & extends the work of physiotherapists and occupational therapists.

See [Dance Well](#) for further information.

Akademi is now entering into an exciting new phase with our Dance Well programme due to the receipt of funding for this post to expand into national hospitals via development in relationships with Primary Care Trusts.

Post funded by [Create Equity's Capacity Building Fund](#).
Delivered in partnership with [MeWe360](#).



About The Role

Role	Arts & Health Manager
Location	Akademi operates a hybrid working environment between our London office base (Belsize Park) and staff home bases. The expected ratio is 3 days office / 2 days home. Travel for regional expansion partnership meetings will be expected along with in person company meetings at Akademi's office. Costs of travel from the office equivalent base to outside of London for work-related meetings will be covered.
Contract	Permanent, subject to continuous funding.
Responsible to	Directors
Hours	35 hours (5 days) per week. Core hours are from 10.00am to 6.00pm (excluding one hour unpaid lunch break) Monday to Friday. Additional out-of-hours working at evening and weekend events may be required, for which time off in lieu is offered. We recognise that not everyone is able to work full-time so we are happy to consider job-share requests and other flexible working arrangements.
Salary	Up to £40,000 per annum (dependent on skills and experience).
Probationary period	3 months.
Notice period	4 weeks during probation period, then 8 weeks.
Access	We are always happy to consider requests for reasonable adjustments to meet access requirements, and will support team members in any applications to Access to Work to cover relevant costs.
Holiday	20 days annual leave plus 8 normal days public holiday

Akademi is committed to nurturing a workplace culture that values continued personal and professional development and wellbeing. As an equal opportunity employer, we are committed to ensuring within the framework of the law that our workplaces are free from unlawful or unfair discrimination on the grounds of colour, race, nationality, ethnic or national origin, gender (including gender reassignment), sexuality, religion or beliefs, marital status, disability, age, pregnancy, socio economic status or trade union membership, or the fact that they are a part-time worker or a fixed-term employee.

We aim to ensure that our employees achieve their full potential and that all employment decisions are taken without reference to irrelevant or discriminatory criteria.

Job Description

Dance Well is currently resident in 2 London hospitals and 3 London community centres with a well-established programme of South Asian dance workshops delivered regularly by experienced artists.

This newly established role of Arts & Health Manager will lead on maintaining this existing exemplary work, and forging new partnerships with Primary Care Trusts (PCTs) and South Asian dance form artists to create and manage new Dance Well activities in key regional hubs.

Person profile

- Experience and evidence of building strong relationships with a wide range of stakeholders and partners, ideally including PCTs, and developing high quality arts and health projects and programmes on a national level.
- Passion for the power and benefits of arts interventions in healthcare settings.
- Significant knowledge and experience of producing/running arts and community and/or health projects requiring excellent project management, administration and planning skills.
- The proven ability to build excellent rapport with artists, caring for their working conditions and appreciating their essential contribution to the work.
- Empathy and care for the staff, participants and patients our work supports, helping to overcome barriers to their engagement and fostering close relationships with setting managers.
- Comprehensive knowledge of safeguarding and working with vulnerable people.
- An understanding and experience of rigorous evaluation processes and evidence building, ideally in health/community settings or other transferable areas to feed into reports for funders and new fundraising applications.
- Excellent interpersonal and negotiation skills with the ability to communicate the impact and benefits of dance within health settings to a variety of stakeholders.
- Experience of contributing to budgetary management.
- Problem solving skills with the ability to think creatively and flexibly.
- A tenacious approach with the ability to take initiative and work independently and collaboratively.
- A firm commitment to Equity, Diversity and Inclusion principles.
- A knowledge of South Asian dance is not a pre-requisite but a genuine interest in the work is preferred.
- Akademi's culture is built on being caring, open, connected, collaborative and bold, so you should feel at home with these values.

Key Responsibilities

Maintenance of current Dance Well programme

- Work with Akademi staff (including Artistic Director, Executive Director and Programmes Coordinator), artistic team and health and community centre partners to maintain the current Dance Well programme activities including:
 - Issuing new rolling contracts and ensuring they meet current legal requirements.
 - Maintaining and implementing safeguarding policies and procedures.
 - Maintaining schedules and logistics assisted by the Programmes Coordinator.
 - Compiling compelling reports and fundraising applications with the Executive Director.

Research & Planning

- Plan and execute the research and development phase of regional rollout including:
 - Research viable PCTs across England and their holistic alternative patient care programme areas.
 - Research South Asian dance form artists and artistic hubs in PCT regions to match programme setting with local artistic communities and individuals.
 - Plan Dance Well artist training and shadowing programme for new artist cohort.

Partnership building & development

- Network via PCTs to promote Dance Well and form new regional partnerships, securing and confirming new clients for pilot roll out.
- Network through artistic connections, dance hubs and South Asian cultural communities to promote Akademi's work and oversee artist recruitment, managing the delivery of training for new artists.
- With the Executive Director, create a fundraising strategy to secure funding for the long-term Dance Well regional rollout and develop applications and pitches for the future of the programme.
- Contribute to the production of Akademi's publicity and promotional material in collaboration with the Head of Sales and Marketing, and be responsible for the effective marketing and awareness building of the regional Dance Well programme.

Pilot roll out

- With the support of Akademi's Programmes Coordinator, project manage Dance Well regional rollout in key areas including:
 - Work with clinical and medical partner representatives to devise clear aims, objectives and evidence of impact on the health and well-being of participants.
 - Liaison with artists and settings to create clear schedules and logistics to ensure the smooth running of workshops.
 - Leading on all administrative aspects of the programme including artist contracts, schedules and service level agreements.
 - Budgetary management in conjunction with the Executive Director.

Key Responsibilities continued

Monitoring & Evaluation

- Monitor events and compile evaluation to evidence impact for patients, community members and staff in the current and new Dance Well settings.
- Utilise current Akademi monitoring and evaluation methods and research additional models and systems to collate information and data.
- Support and encourage artists and setting leads to fulfil the monitoring and evaluation requirements.
- Provide feedback and write evaluation reports for various reports e.g. funding bodies and board reports.

General

- Verify artists are DBS checked and have received sufficient training (including safeguarding) to work with participants safely and appropriately.
- Represent the organisation at seminars, conferences and meetings as appropriate
- Ensure Akademi's policies, including Safeguarding, Health and Safety, Data Protection, Equality, Diversity & Inclusion, and Health & Safety, are adhered to.
- Promote and advocate Akademi's arts and health work.
- Undertake any other duty or responsibility which may reasonably be requested by the Directors.
- Provide regular updates and reports to the Directors.



Application process

Closing date for applications: Thursday 23rd November at Midday.

Interviews will be held on: Thursday 30th November / Friday 1st December.

Please apply by providing your CV and also a cover letter (covering no more than 2 sides of A4) outlining your interest in the role and detailing how you meet the person profile.

Please also complete and send the confidential Equal Opportunities monitoring form (downloadable from <http://akademi.co.uk/vacancies/>). The Equal Opportunities form will be separated before your application is reviewed by the recruitment team.

Akademi is committed to be an Equal Opportunities employer and recognises the importance and advantages of diverse workplaces and communities. Any candidate who self-identifies as D/deaf, disabled or neurodivergent, as a person of colour, and/or as genderqueer, and who meets the person profile, is guaranteed an interview. If you feel that this applies to you, please indicate in your application email.

Should you need this information in another format, or require reasonable adjustment, please let us know.

Please return your application and equal opportunities form to info@akademi.co.uk with the subject heading **Arts & Health Manager**. All applicants will be informed of the outcome of their application.

We aim to meet everyone's access requirements. If you have any access requirements in terms of submitting an application or attending an interview, please let us know. We accept applications in different formats (eg. as a video or audio file or as a hard copy). Please limit video or audio to 5 minutes maximum.

