

RECRUITMENT PACK

TRAVERSE
THEATRE



CREATIVE ENGAGEMENT PRODUCER
TRAVERSE THEATRE



THE ORGANISATION

The Traverse is seeking an inspirational individual to join its team in the position of Creative Engagement Producer, heralding an ambitious new phase as we look to enter our seventh decade as a leading force for the arts.

ABOUT US

The Traverse is a champion of performance, experience and discovery. Enabling people to access and engage with theatre is our fundamental mission, and we want our work to represent, speak to and be seen by the broadest cross section of society.

We are specialists in revealing untold perspectives in innovative ways. This is our role as Scotland's new writing theatre and a commitment that drives each strand of our work.



Our year round programme bursts with new stories, live and digital performances that challenge, inform and entertain our audiences. We empower artists and audiences to make sense of the world today, providing a safe space to question, learn, empathise and – crucially – encounter different people and experiences. Conversation and the coming together of groups are central to a democratic society, and we champion equal expression and understanding for the future of a healthy national and international community.

We empower artists and audiences to make sense of the world today.

We commission, produce and programme for existing and future audiences to offer new and exciting experiences for everyone, and our partnerships with fellow theatre companies and festivals enable us to present a wide range of innovative performances.

The Traverse would not exist without our over-arching passion for developing new stories and embracing the unexplored. We work with bold voices and raw talent – with an emphasis on the Scottish-based – to create the art, artists, and performances that can be seen on our platforms year round.

We invest in ideas and support individuals to push boundaries by placing them at the centre of their own practice, and through projects like Class Act, Traverse Young Writers, and First Stages the continual relationship between artist development and performance can be seen in powerful action.



We aim for the timely stories and creative programmes that start life on our stages to have a global impact, through tours, co-productions, digital life, and translations. We are critically acclaimed and recognised the world over for our originality and artistic risk, which we hope will create some of the most talked-about plays, productions, directors, writers and actors for years to come.



The Traverse's commitment to bringing new and bold storytelling to global audiences is amplified in Edinburgh each August, when international audiences make the Traverse programme – often referred to as the 'beating heart of the Fringe' – their first port of call in a city overflowing with entertainment offerings.

We are critically acclaimed and recognised the world over for our originality and artistic risk.

Our past successes drive our present and future direction, in the knowledge that our unique ability to nurture new talent and engage audiences through ambitious storytelling has never been more crucial in creating and sustaining a vibrant theatre landscape that reflects and challenges the world today.

OUR VISION, MISSION & VALUES



OUR VISION

We believe that theatre is central to democracy so seek to produce essential and exciting, new work by fresh voices that speak truth to power in our city, country and around the world.

OUR MISSION

To be an award winning, new work theatre company that produces and presents brand new work from, and for, Scotland and cross the world – in communities, on the road and online. To produce and present work that challenges expectation, form and convention to create bold theatre with the power to change lives.

For our storytelling platforms and theatre spaces to be exciting and democratic areas where audiences and artists meet as equals to explore the world around them, experience the lives of others, discuss and debate what our future could – or should – look like, and lose themselves in the most engaging entertainment around.

**Bold theatre
with the power to
change lives.**



OUR VALUES

The Traverse is guided by six central pillars. These values express the way we will work to deliver our vision. They are the qualities that outline the character of the company for staff, artists with whom we work with, and audiences.

CREATIVITY

We celebrate and champion imaginative thinking, and believe in the creative potential of everyone. We seek to discover and nurture fresh voices by providing a platform for breakthrough directors, writers and theatre makers.

We aim to push boundaries, think out of 'our' box, stretch possibility, drive new developments and be bold in our practice.



INNOVATION

We embrace change and champion enterprising thinking within the cultural sector. We aim to push boundaries, think out of 'our' box, stretch possibility, drive new developments and be bold in our practice.

INCLUSIVITY

We welcome everyone to be part of the Traverse experience, to hear and value their opinions and inform our decisions. We provide safe spaces to enable artists, theatre-makers and audiences to ask questions and seek answers.

ENGAGEMENT

We tell stories for, with and by the communities of Edinburgh, Scotland, and beyond. Our support of talent from across society inspires audiences, hungry for new and bold theatre experiences.

RESILIENCE

We work with integrity and respect, are business-like and professional.

We are a charity and public benefit is our business. We exercise a duty of care for the artists we work with, our audiences, in our business and our building.

COLLABORATION

The Traverse team works in collaboration with one another, and all of our external partners, to create and deliver the best possible programme and experience for audiences and artists alike.

KEY FACTS & FIGURES

Multi-platform Theatre

In 2020 we presented our first digital festival with the **launch of year round online venue Traverse 3** – a permanent addition alongside our physical Traverse 1 and Traverse 2 spaces.

World Premieres & New Works

The Traverse's August 2019 Festival saw a record **5 Traverse Theatre Company produced plays (3 World Premieres) and 4 new short plays**, within a curated programme of carefully selected new works from across the world.

Year Round Programme

During the pandemic – between March 2020 and August 2021 – we produced and presented over **150 unique productions or events in Traverse 3**, a programme that was created with the input of over 1000 artists.

National & International Impact

The spring 2019 season saw **5 Traverse Theatre productions simultaneously play at theatres and festivals across 4 continents**, to audiences in Adelaide, Auckland, Spoleto, Sao Paolo, Los Angeles, London, Dublin, Belfast and throughout Scotland.

Literary Acclaim & Translations

Our new writing commissions are translated into many languages and produced from Montreal to Istanbul, Mumbai to Seoul.

“Widely considered to be the top theatre in the UK for new writing, ‘The Trav’ is the place to go for exciting new productions by the country’s best theatrical talent.”

FEST

“If my Edinburgh Festival consisted of never moving from the Traverse, I’d be quite happy there.”

WHAT'S ON STAGE

“Edinburgh’s year-round theater dedicated to new writing and always an important stop on the Fringe circuit.”

NEW YORK TIMES

STRATEGIC PRIORITIES SCORECARD



- Strategic Priority
- Strategic Objective
- High-level Outcome



CREATIVE ENGAGEMENT PRODUCER

OUR TEAM

The Traverse operates as a team across its multiple operations, with collaboration being key to the success of the organisation. The Creative Engagement Producer will report to the Chief Executive/Executive Producer and shall be a member of the Senior Management Team – currently comprising the Executive Producer, Artistic Director, Head of Finance and Operations, Head of Production, Head of Brand and Audience, Head of Business Development, and Senior Creative Producer. The Senior Management Team jointly contributes to the direction, strategy and success of the organisation.

THE ROLE WILL...

- Support a positive working environment that is conducive to both the commissioning and development of new writing, and to the development of the specialist teams necessary to create, nurture, produce and promote new work with ambitions to reach new markets.
- Work closely and continuously with the Senior Management Team, ensuring the long-term strategic planning for the Traverse.
- Work to support delivery and development of artistic policy and programme, including specific initiatives and targets to develop and promote new work, new audiences, financial/commercial strategy, digital strategies, staffing, management and governance.



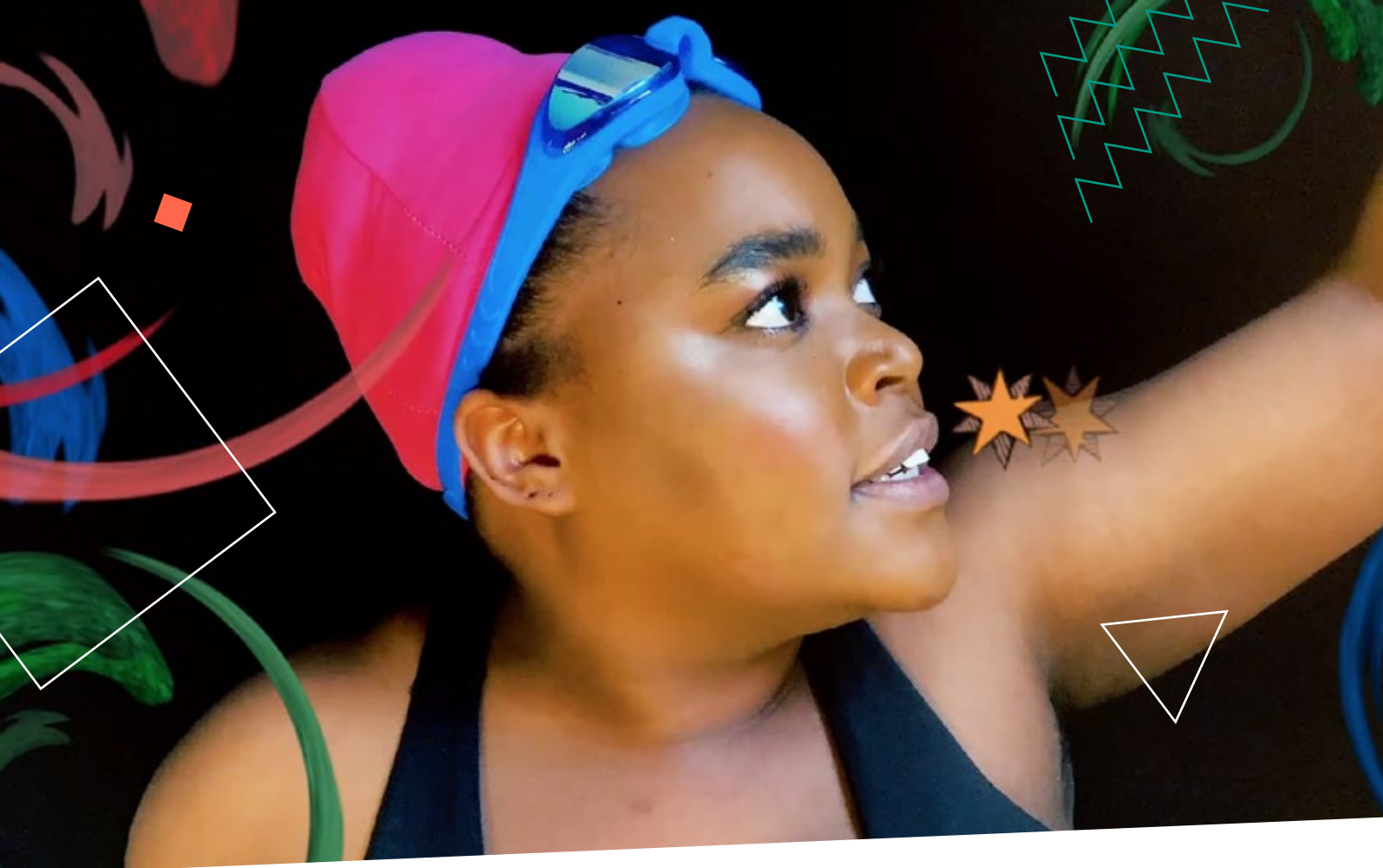
- Provide the Traverse with a clear sense of strategic direction for creative engagement, within the context of a focus on new writing/new work that is designed to grow audiences, champion diversity and representation, and reach new markets.
- Collaborate with the Senior Management Team to ensure the efficient and solvent financial management of the Company, inputting on appropriate opportunities for income generation, fundraising, audience development and sponsorship.

- Deliver a holistic approach to programming and oversee the Traverse's creative engagement programme, ensuring a clear connection between development opportunities and productions, to provide for the training of artists and empowerment of creative talent.
- Pro-actively seek and identify writers/theatre makers of interest to the Traverse with connections and from within – but not restricted – to Scotland.
- Identify potential partners and collaborators, particularly within scripted artforms, or outwith theatre, and create opportunities for artists to develop their skillset in other media as appropriate.



YOU WILL BE...

- Someone who is passionate about co-creation approaches to project planning and delivery.
- Someone who is driven to promote innovative creative processes and experiences for live and digital audiences.
- Someone who is a creative problem solver and original thinker.
- Someone who has experience of creative producing with and for people of diverse experience, backgrounds, and processes.
- Someone who is committed to increasing access to and engagement with creative opportunities, and can powerfully communicate the benefits of this approach.
- Someone who is skilled in facilitating opportunity and empowering others; a collaborator and team player.
- Someone who is organised, managing multiple tasks and deadlines unsupervised and responds well under pressure.



KEY RESPONSIBILITIES

- Articulate, promote and deliver an ambitious programme for artistic progression and talent development, that creates commission/production-ready work
- Fulfil the Traverse's mission as a dynamic centre for creativity, enabling provision of opportunity locally, nationally and internationally
- Promote the Traverse as a centre of excellence for new writing in Scotland through a new work programme that nurtures new writing, directing and theatre making talent.
- Support and create personal development or training opportunities for individuals, communities, and artists in collaboration with commissioned writers and the Traverse team.
- Champion access and inclusion by developing individuals as artists through existing and new strands of work, helping to propel the continual evolution of Scottish theatre.
- To enshrine creative development and community engagement as part of all Traverse productions, including, but not limited to, Assistant Director and Production/ Technical placements.
- Develop and deliver visionary legacy projects following international iterations of our Creative Learning initiatives.
- Facilitate artistic engagements and commissions, supporting freelance artists to deliver high-quality projects that meet the needs of audiences and the company.
- To represent the Traverse at public functions, conferences, delegations and in interviews with the media on matters relating to Creative Engagement, where necessary.
- Manage and oversee effective project budgets. project budgets.
- At all times to carry out the responsibilities of the post with due regard to the Traverse's Equal Opportunities Policy, Safeguarding Policy, operational policies and procedures relating to Health and Safety in the workplace, and confidentiality of electronic data in line with the Data Protection Act.

QUALITIES, SKILLS & EXPERIENCE

- Commitment to respectful and collaborative practice.
- Track record in leading innovative theatre practice, particularly in the areas of creative engagement, learning and talent development.
- An open and curious attitude to new means of storytelling and digital technology.
- Proven record of delivering projects as both a leader and collaborator.
- Experience of co-creation approaches to project planning, management and delivery.
- Demonstrable planning and resource management skills, including personnel and finance.
- Excellent communication skills – verbal and written – that are both persuasive and diplomatic.
- Strong monitoring and evaluation practice, centered on collation of evidence and implementation of learning.
- An understanding of the diversity and richness of Scottish culture, and of the artists connected to or working in Scotland.



- Applied knowledge of Creative Learning, Engagement and Talent Development practice in UK and internationally.
- Ability to lead, motivate and manage staff at all levels.
- A willingness to travel within and outside Scotland.
- Proven ability to sensitively manage social media communications and personal 'brand'.

OTHER REQUIREMENTS

Applicants must be eligible to work in the UK and if applicable must hold any necessary work permits and/or visas.

TERMS OF EMPLOYMENT

CONTRACT

A rolling contract, subject to a six month probationary period and six months' notice by either side at any time.

SALARY

£42-45k

HOLIDAY

20 days a year, plus 12 bank holidays

PENSION

Traverse Theatre Group Personal Pension Plan

FURTHER INFORMATION

CLOSING DATE

Closing Date **Monday 23rd May at 5pm**

Interviews will be held in June – dates to be confirmed

The role of Creative Engagement Producer is supported by Adapt and Thrive, part of the Scottish Government's Community and Third Sector Recovery Programme and delivered in partnership by Firstport, Corra Foundation, SCVO, Just Enterprise, Community Enterprise and Social Investment Scotland.

The Traverse Theatre is an accredited Living Wage Employer and member of the Green Arts Initiative.



The Traverse Theatre is funded by Creative Scotland and The City of Edinburgh Council. We have received additional support from the Scottish Government's Performing Arts Venue Relief Fund



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traverse.co.uk

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Traverse Theatre (Scotland) is a Limited Company (Registered Number SC076037) and a Scottish Charity (Registered Number SC002368) with its Registered Office at 10 Cambridge Street, Edinburgh, Scotland, EH1 2ED.