

**TRAVERSE
THEATRE**



DIRECTOR OF CREATIVE DEVELOPMENT

**Traverse Theatre
Recruitment Pack**

THE ORGANISATION

The Traverse Theatre is embarking upon a new and dynamic chapter with the recruitment of two senior management roles, each poised to lead the organisation and realise our ambitions as we approach our sixth decade as a leading force for the arts.



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

The New York Times

ABOUT US

The Traverse Theatre is a dynamic centre for 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 and live 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.



The Traverse would not exist without our over-arching passion for talent development and embracing the unexplored. We work with the newest and rawest talent – with an emphasis on the Scottish-based – nurturing it to become the art, artists and performances that can be seen on our stages year round. We invest in ideas and support individuals at all levels to push boundaries and challenge their own practice. Through projects like Traverse Young Writers, Class Act and annual Open Submissions, this continuing relationship between talent development and performance can be seen in powerful action.

We commission, produce and programme for existing and future audiences to ensure that we offer new and exciting experiences for everyone. Our partnerships with other theatre companies and festivals are crucial, and these collaborations enable us to bring innovative children's theatre, puppetry, animation, film, music and dance to our growing and diverse audience.

The timely and powerful stories that start life on our stages have global impact, with our bold programming critically acclaimed and recognised the world over for its originality and artistic risk. These remarkable stories have resulted in dozens of world premieres, tours and translations over the years, including our Spring 2019 record-breaking season where five Traverse Theatre productions simultaneously played at theatres and festivals across four continents, to audiences in Adelaide, Auckland, Spoleto, Sao Paulo, Los Angeles, London, Dublin, Belfast and throughout Scotland.



“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.”

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.

Our past successes drive our present and future direction, in the knowledge that our work will create some of the most talked-about plays, productions, directors, writers and actors for years to come. 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

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 writing theatre company that produces and presents brand new work from, and for, Scotland and across 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 the spaces in our building 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 and exciting entertainment around.

Our Values

The Traverse Theatre is guided by six central value pillars:

Creativity

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

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.

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.

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.

Engagement

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

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.



These values express the way we work to deliver our vision. They are the qualities that outline the character of the company for staff, artists with whom we work, and audiences.

INCLUSIVITY AND REPRESENTATION

Threaded throughout the Traverse's work is a commitment to inclusivity and representation. This is rooted in our programme, our organisation and our enduring promise to serve our audiences. We uphold that everyone has a right to see themselves represented on our stages and beyond; we seek to produce work that speaks to and is generated from all the people of Scotland.



**61% of our
Festival 2019
playwrights are
female**

**8% of 2018's Open
Submissions
writers identify
as disabled**

We are committed to delivering on our responsibility to recalibrate representation imbalances throughout our organisation, our work and talent development opportunities, in terms of class, disability, race, gender, age, and sexuality.

We ensure we are outward looking and run regular Open Audition and Open Meeting sessions to discover and connect with a range of talent in Scotland that may not yet be known to the Traverse. We work in regular collaboration with organisations to provide further engagement opportunities to local young people and communities, linked to elements of our programming.

We are proud of our track record but remain aware that there is much more to be achieved in making sure that the Traverse and its work is truly representative of modern Scotland, and the diversity of its citizens' experiences.

KEY FACTS AND FIGURES



In 2018 we presented **829 performances** across our two theatre spaces – equivalent to over two performances every day of the year.

Last year we produced and co-produced **9 World Premiere** Traverse Theatre Company productions, presented work from a further **41 companies** and partnered with **5 festivals**.

We have supported **9 Assistant Director** and **Production Trainee** placements in the past 12 months, empowering practical learning and development.

2019's Traverse Festival will see 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.

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

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

What's On
Stage

AUDIENCES



The cultural offer in Edinburgh is one of the City's major attributes. The quality and range is considerable, with over 7,000 seats to fill almost nightly for a population of less than half a million, so it is crucial that the Traverse maintains a unique offer within the City, and for Scotland.

Box office sales in 2018-19 accounted for 37% of our annual income, a growth of 4% on the previous year, and our audience figures for 2018 were 84,000 – with 40,000 attending over the month of August alone.

We are artist led and audience focused. We welcome audiences to join us on a journey to take risks, embrace new stories and have honest conversations with each other. We are continually working to discover more about who our audiences are, what drives them, what stories they want and need to see, and how their relationships with our performances are changing, in order to better inform our planning, programming and priorities.

We continually review our ticket offering and structure to ensure that our programme remains accessible to all. We run several targeted audience development ticketing initiatives that encourage attendance and engagement amongst those who face barriers to access and/or who may not have previously attended theatre.

NEW WRITING AND TALENT DEVELOPMENT

The programming of this specialist area will be led by the Artistic Director, Traverse Theatre Company

The Traverse is Scotland's leading advocate of new theatre; commissioning, producing, presenting and programming a year-round programme that showcases Scottish-based talent and speaks to a global context. This programme of new work feeds and informs our whole operation, and its continual evolution is vital to our ongoing success.

Traverse Theatre Company Productions

We aim to stage the best first presentations of our productions, and work to ensure they have life beyond our own stages. We collaborate with individual artists and co-producers to push the boundaries of our productions, innovating for artists and audiences alike.



Commissions

We get behind ideas and voices that create striking and uncompromising new scripts. Fueled by rigorous dramaturgy, we support writers and theatre makers to propel their work to new heights.



New Writing Talent

Opening up opportunities and embracing talent from new people and places is vital to our new work pipeline. Projects like our annual Open Submissions invite writers new to the Traverse to share a full script for consideration by our Artistic team, uncovering talent otherwise unknown to us.

International Collaborations

Our work is created in Scotland, but retains a global outlook. Creative dialogue and exchange across cultures, languages and borders remains at the heart of our new writing agenda, and integral in our mission of supporting global citizenship.

CREATIVE LEARNING AND ENGAGEMENT

The programming of this specialist area will be led by the Director of Creative Development.

Our Creative Learning and Engagement activity is at our core, ensuring we have talent development and access enshrined within our everyday practice. Central to our ethos is facilitating opportunities that remove barriers to access and empower participants by placing them at the centre of their own artistic development.

Class Act

The cornerstone of our Creative Learning programme is Class Act, transforming secondary school students into performed and published playwrights. In collaboration with professional theatre makers, pupils create short works for the Traverse stage, improving attainment, expanding literacy skills, developing confidence and encouraging active contribution through empowering, creative exploration.

Traverse Young Writers

Aimed at 18-25 year-olds, Traverse Young Writers nurtures writing talent through two, ten-week seasons that run alongside our wider programme. Participants are mentored by the finest in Scottish playwriting, receive dramaturgical sessions from our Artistic team and the opportunity to share their work at public readings.

School Partnerships & Projects

We work to support and supplement the delivery of the curriculum and strengthen the importance of theatre within it, such as with our ongoing collaboration on Careers in Theatre days, illuminating possible career pathways and highlighting transferable employability skills achieved through the arts.

Performance Opportunities for Young People

Through partnerships with National Theatre Connections and Youth Theatre Arts Scotland's Chrysalis Festival we offer schools and youth theatre groups the experience of mounting a production within a professional theatre. These festivals promote accessibility, aspiration and legacy, highlighting the quality and importance of work being made by young people from the UK and internationally.



DIRECTOR OF CREATIVE DEVELOPMENT

The Traverse Theatre Company is seeking an inspirational and experienced Creative Development professional to work in close collaboration with Executive Producer, Linda Crooks, and the Senior Management Team, as their Director of Creative Development.

The new post of Director of Creative Development will make a significant and critical contribution to the future of the Traverse, helping to build on its current success as the pre-eminent producer of new writing in Scotland. They will power our vision to 'traverse' the city, the nation and internationally, to produce new work, finding new and representative voices that speak truth to power.



The Director of Creative Development will provide visionary leadership by conceiving the strategic development and delivery of the Traverse's creative learning, community engagement and talent development programmes, and assist in determining organisational priorities across these areas.

They will be responsible for developing the Traverse Theatre's connection to and relationship with the communities of Edinburgh, Scotland and internationally. The Director of Creative Development will lead our ambitious vision for a Traverse that is committed to delivering our values of creativity, innovation, inclusivity, engagement, resilience and collaboration, and be accountable for the engagement programme's success and related impact.

They will be tasked with developing the Traverse Theatre's talent pool, in collaboration with the Artistic Director, Traverse Theatre Company, supporting the development of new work of artistic excellence, with a focus on existing and potential audiences in key existing and developing communities.



Our Team

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

PRINCIPAL DUTIES AND RESPONSIBILITIES

Leadership and strategy

- To work closely and continuously with Senior Management Team, Artistic and Programming teams, in long term strategic planning for the Company. This will include shared responsibility for producing and delivering an operational plan to take the Company forward over the next five years, based on anticipated available resources and policy submissions agreed by the Board and presented to Creative Scotland. This operational plan will include artistic policy and programme, and will include specific initiatives and targets to develop and promote new writing, new audiences, financial/commercial strategy, digital strategies, staffing and management, governance and activity in relation to the Traverse's 60th Anniversary in 2023.
 - To provide the Traverse Theatre Company with a clear sense of strategic direction for creative development, 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.
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Business management

- Collaboratively with the Senior Management Team ensure the efficient and solvent financial management of the Company and to consider appropriate opportunities for income generation, fundraising, audience development and sponsorship.
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Creative development

- Fulfill the Traverse's mission as a dynamic centre for creative development locally, nationally and internationally.
- Promote the Company as a centre of excellence for new writing in Scotland through a new work programme that nurtures new writing, directing and theatre making talent.
- To pro-actively seek out and identify writers and theatre makers of interest to the Traverse from within and with connections to, but not restricted to, Scotland.
- Support and create personal development or training opportunities for emerging artists, directors and companies alongside, and in collaboration with, our commissioned writers and Artistic Director.
- In collaboration with the Literary team, provide an annual Open Submission framework to connect the Company with writers and talent new to us.
- Develop and deliver visionary legacy projects following international iterations of our Creative Learning initiatives.

- To 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.
- To identify potential partners and collaborators, particularly within scripted artforms, or outwith theatre, and develop opportunities for artists to develop their skillset in other media as appropriate.

New work development and production

- To support the creation of a new work development pipeline, ensuring new writers – and writers new to the Traverse – receive opportunities and support that creates commission/production-ready work.
- To enshrine creative development and community engagement as part of all Traverse Theatre productions, including, but not limited to, Assistant Director and Production/Technical placements.
- In collaboration with the Artistic Director and producing team, to seek collaborative partnerships with other theatre, arts or creative organisations with whom the Company might expand its artistic ambitions and share its resources both nationally and internationally (including but not restricted to commissioning, co-producing, developmental, educational and touring initiatives).

Relationship management and advocacy

- To represent the Company to stakeholders and funding bodies as appropriate and, in particular, to uphold and develop the relationship with Creative Scotland.
- To represent the Company at public functions, conferences, delegations and in interviews with the media on matters relating to Creative Development, where necessary.

Inclusion and representation

- 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.
- At all times to carry out the responsibilities of the post with due regard to the Company's Equal Opportunities 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.

The above duties are subject to amendment and/or change, and a full schedule of duties will be included in the contractual arrangements for the Director of Creative Development.

Essential qualities, skills and experience

The Director of Creative Development must possess a combination of a passion for new work, talent development, community engagement and creative learning.

- A clear commitment to inclusivity and representation which draws mainly, but not exclusively, on the diversity and richness of Scottish culture and artists connected to or working in Scotland with the aim of further developing a distinctive Scottish voice in world theatre with audiences at its core.
- Good track record in leading innovative theatre practice, particularly in the area of Creative Learning, Engagement and Talent Development
- Proven record as a strong leader and collaborator, working both internally and externally
- Good applied knowledge of Creative Learning, Engagement and Talent Development practice in UK and internationally
- Demonstrable planning skills and resource management including personnel and finance
- Excellent communication skills – verbal and written - which are both persuasive and diplomatic
- 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'

Desirable qualities, skills and experience

- Experience at senior management level of working in a producing theatre environment
- Knowledge of contemporary Scottish and International Playwrights and their work
- Knowledge of arts funding
- Experience of fundraising
- Experience of programming and project management with the ambition of audience development and community engagement
- An open and curious attitude to new means of storytelling and digital technology
- Knowledge of other scripted artforms outside theatre, and an awareness of key producers

Other requirements

- Applicants must be eligible to work in the UK and if applicable must hold any necessary work permits and/or visas
 - Will be expected to reside within or relocate to the Edinburgh city region
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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:** Commensurate with experience
- Holiday:** 25 days a year, plus 11 bank holidays
- Pension:** Traverse Theatre Group Personal Pension Plan

We welcome any potential candidates to discuss these terms with the Traverse's recruitment consultants, Lusona. We encourage applications from all candidates with appropriate experience and skills, and are responsive to individual requirements.

HOW TO APPLY

Please send a CV and note of interest to Stephanie Mills at the Traverse's recruitment consultants, Lusona, by email only at stephanie@lusona.co.uk, no later than **Friday 9 August, 2019**.

We will only consider applications which come to us through this route and will not accept any which are sent directly to any members of Traverse staff.

Any queries regarding this role, its associated terms of employment or any information in this pack should be directed to Lusona.



ALBA | CHRUTHACHAIL

• EDINBURGH •
THE CITY OF EDINBURGH COUNCIL

The Traverse Theatre (Scotland) Limited is a Scottish Charity (Registered Number SC002368) - the theatre company itself - and a Limited Company (Registered Number SC076039) - the trading company, which donates all profits to the theatre - with its Registered Office at 10 Cambridge Street, Edinburgh, Scotland, EH1 2ED.

Traverse Theatre Board of Directors

Sir John Elvidge (Chair), Morag Ballantyne, Myriam Madden, Dave Moutrey, Donna Reynolds, Christopher Wynn

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