

## **Edge Arts Community (EAC) – EAC Supervisor**

Thank you for your interest in becoming one of two **EAC Supervisors**. Please read the below information carefully before applying.

### **Job purpose:**

The Edge Arts Community (EAC) is a thriving, creative network run by and for University of Bath students. It is **free** to join and open to all undergraduate and postgraduate students studying at Bath. The EAC aims to inspire creativity across campus and encourage more students to get involved in arts activities.

The EAC is led by 2 Supervisors, a Marketing Coordinator, 3 Event Coordinators and a Postgraduate Coordinator who are employed on a casual basis alongside a voluntary Steering Group who make important decisions about the future direction of the EAC.

The Steering Group meets, once a semester and is open to all EAC members.

The **EAC Supervisors** guide the coordinators and co-chair the Steering Group acting as leaders to ensure meaningful outcomes for EAC members and students arts in general. They gain valuable professional development experience working closely with the University's arts team. They also make decisions about the EAC events programme allowing them to pursue their own creative interests.

For more information about the role, please contact Alex Homewood ([a.m.homewood@bath.ac.uk](mailto:a.m.homewood@bath.ac.uk))

### **Key Responsibilities:**

- To co-chair the EAC Steering Group taking leadership and ensuring ambitions are met.
- To work collaboratively with the EAC Coordinators and Steering Group members to devise and implement a programme of events and development opportunities for students signed up to the Edge Arts Community.
- To support the EAC Coordinators with the planning, organisation and promotion of exciting creative workshops, exhibitions, trips, shows and opportunities to increase student engagement and develop artistic practice across campus.
- To support the Student Marketing Coordinator to produce and share promotional material via the EAC newsletters and social media platforms.
- To oversee the EAC budget and the award of Edge Arts Development funding to successful student applicants.

- To work closely with the Arts Office Student Arts Development Manager and University Arts Assistant who coordinate wider Arts programme activity on behalf of the University.
- To build and nurture relationships with student societies and elected SU representatives.
- To input into the strategic development of the Edge Arts Community and excellence in the arts at the University of Bath.
- To provide student perspectives and feedback from the wider Edge Arts community in appropriate forums.
- To help raise awareness of the arts on campus and regionally, and to encourage increased participation amongst students.
- To become an ambassador for the Edge Arts Community at public-facing events including; Freshers Week, Open Days and Refresh.
- To become a part-time member of the Office for the Arts, supporting student focussed projects and advocating for the arts more broadly.
- Assisting with planning and delivery of student programme for Freshers Week. (This can be done remotely)
- To be available at short notice, and to work flexibly as required.

#### **Person Specification:**

We are looking for someone who is passionate about the arts and is keen to develop their creative skillset. You will need to possess the following attributes:

- Self-motivated and proactive
- Able to work both independently and as part of a team
- An active listener
- Clear interest in and passion for creativity
- Strong communication and networking skills
- A collaborative spirit
- Flexible working approach

**To apply, please email your CV along with a covering letter** to Alex Homewood, Student Arts Development Manager ([a.m.homewood@bath.ac.uk](mailto:a.m.homewood@bath.ac.uk)). Your covering letter should outline your experience and how you meet the person specification. The deadline for applications is **Friday 11<sup>th</sup> October 2019**.

This role will be offered for one year 2019/20 with the option to review before the 2020/21 academic year. The EAC Supervisor will be paid for up to 10 hours per week at £9.17p/h & Holiday Pay = £10.28