



## **Vision**

Synergy believes that theatre can be transformative, change perceptions, and open up new possibilities towards a more positive future. We live in a world where some of the most disadvantaged are over-represented in the criminal justice system and are more likely to suffer social exclusion. Our vision is to work through theatre towards a fairer world where those within or at risk of entering the criminal justice system can discover alternate pathways and become an integral and meaningful part of society.

## **Mission**

Synergy seeks to create a ground-breaking, interrelated programme of artistic work which harnesses the energy, instincts, and life experiences of those we work with – prisoners, ex-prisoners, young offenders, and young people at risk of offending – gives them a voice and, in doing so, their dignity back. We want to inspire change by capturing the imagination and affecting the feelings, behaviours and attitudes of participants and public, whilst doing our part to influence the arts and criminal justice sectors towards systemic change.

## **Our work**

Our work provides practical opportunities which develop beneficiaries' skills, capabilities and resilience, builds a bridge from prison to social reintegration, provides vital support to rehabilitation, and seeks to prevent young people from entering the criminal justice system. Our overall aim is to support desistance from crime. We do this through:

- Producing high quality theatre and film produced across prisons, mainstream theatres and schools, that uniquely bring together professional artists with prisoners and ex-prisoners to create and perform urgent and authentic work, representing unheard voices on the stage;
- Offering theatre-based training for prisoners and ex-prisoners through our recently established Synergy Studio, with its growing focus on skills accreditation, progression routes, and pathways into education, training and employment;
- Challenging mindsets and offering alternate pathways for young people at risk of offending through our Young People's Programme of projects and productions that utilise the life experience of trained ex-prisoner facilitators;
- Engaging the public through performances, debates, access to prisons, and a chance to hear directly the stories of those involved in the criminal justice system;
- Working to promote the impact of the arts within the rehabilitation and desistance agendas, seeking to influence approaches, to share expertise, and to effect institutional and system change, and working with mainstream cultural institutions and artists to connect them to new experiences and lives.

Synergy has a proven track record in delivering high quality and critically acclaimed work and has produced: 28 theatre productions, 97 theatre-based courses for prisoners and ex-prisoners, 73 young people's projects, 4 national prison scriptwriting competitions, 54 rehearsed readings and two short films. Over 1,400 prisoners and ex-prisoners and 4,500 young people and young people at risk have participated in projects, reaching audiences over 37,000 including 15,000 young people. Synergy's current partners include the Royal Court, Young Vic and Unicorn Theatres, Theatre503, HMPs Thameside and Whitemoor, YOI Isis, NOMS and schools, youth offending teams and pupil referral units across London. The company's last four mainstream productions have played to sell-out audiences and received 4- and 5-star reviews across the national press and two productions for young people also received the Brian Way and Writers' Guild Awards.

Targeting students in mainstream education, young people at risk of entering or already within the criminal justice system, Synergy's Young People's Programme comprises touring productions and bespoke projects and workshops, including work with long-term partners. The work is delivered by experienced professional theatre practitioners, supported by ex-prisoner facilitators. With the artistic experience at the heart of the process, combined with the facilitators' first-hand experience of the consequences of crime, Synergy's Young People's Programme aims to engage and challenge attitudes and behaviours of young people.

Synergy is seeking a Learning and Engagement Manager to build on the success of the programme to date and help realise its long-term ambitions.

For further information about the company's work visit: [www.synergytheatreproject.co.uk](http://www.synergytheatreproject.co.uk)

## **JOB DESCRIPTION**

<b>JOB TITLE:</b>	<b>Learning &amp; Engagement Manager (Young People)</b>
<b>REPORTS TO:</b>	<b>Artistic Director</b>
<b>RESPONSIBLE FOR:</b>	<b>Freelance theatre practitioners and ex-prisoner facilitators</b>

Synergy Theatre Project is an arts and criminal justice charity whose vision is to work through theatre towards a fairer world where those within or at risk of entering the criminal justice system can discover alternate pathways and become an integral and meaningful part of society. Over the 15 years since the company was first formed, we have developed a ground breaking, interrelated programme of artistic work that seeks to build a bridge from prison to social reintegration, prevent young people from entering the criminal justice system, and inspire change by capturing the imagination and affecting the feelings, behaviours and attitudes of participants and public. We also seek to do our part to influence systemic change. Our overall aim is to support desistance from crime.

### **JOB PURPOSE SUMMARY**

The Learning and Engagement Manager will lead Synergy's Young People's Programme for schools, Youth Offending Teams (YOTs), Pupil Referral Units (PRUs), Young Offenders Institutes (YOIs) and youth groups in order to maintain existing activity and develop on going provision for the future.

### **JOB RESPONSIBILITIES/MAIN DUTIES**

- Deliver key activities that fulfil Synergy's strategic objectives around learning and engagement for young people
- Provide opportunities for young people to participate in high-quality theatre and film productions and projects
- Develop and manage touring productions, projects, participatory workshops and courses for Synergy's Young People's Programme
- Contribute to the commissioning process for new plays for young people in collaboration with the Artistic Director and New Writing Manager
- Devise a range of in-depth bespoke projects with the Artistic Director for schools, for excluded young people and young people in the criminal justice system
- Research and develop further creative opportunities and progression routes for young people beyond Synergy
- Recruit and manage freelance theatre practitioners and educators
- Recruit and support a team of ex-prisoners as workshop facilitators
- Liaise with General Manager on marketing and press for touring productions and projects
- Liaise between all key stakeholder in projects (i.e. venues, ex-prisoners, contractors, etc) to ensure the smooth running of the young people's programme
- Maintain existing partnerships (eg with schools and colleges, PRUs, YOTs) as well as develop new relationships to support and extend the reach and delivery of the programme
- Develop education resources
- Ensure that the company's child protection policy and procedure is implemented and updated, as necessary, and manage DBS checks of contracted teams
- Monitor projects and collate information to produce evaluation reports
- Liaise with and report to project funders and partners
- Manage project budgets set by the company and comply with Synergy's financial procedures
- Represent Synergy within local, regional and national arts education and youth justice sectors
- Undertake any other duties as may reasonably be required

## MANAGEMENT RESPONSIBILITIES

- Establish and promote good internal relationships within your department and the head office, ensuring that we treat our colleagues, participants and contractors with care and consideration.
- Meet financial targets including profit and expenditure.
- As a manager you will have access to confidential information regarding and belonging to the company. You will manage your access to this information in a professional and confidential manner.
- You are responsible for the performance of your team (both employees and contractors or freelancers) and as such you will;
  - Ensure that you are aware of and adhere to the company's rules and procedures
  - Undertake the continuous process of training and developing team members. This includes in your role the completion of performance appraisals, succession planning and communication meetings.
  - Carry out performance reviews with direct reports. This applies to new starters, monthly and annual reviews.
  - Issue your team members with personal objectives to include challenging yet achievable targets in line with Synergy's wider objectives.
  - Take responsibility for the recruitment of your team including devising job descriptions, interviewing and communicating with trustees.
  - Oversee short-term workers on creative projects.
  - Carry out the administration required to pay your team accurately and on time. You should ensure you are fully trained in the necessary procedures to enable you to complete these tasks and adhere to the timelines and rules governing this area.

## PERSON SPECIFICATION

### SKILLS AND ATTRIBUTES

#### *Essential*

- Proven track record of devising and managing a range of successful creative learning projects (ideally 5+ years)
- Strong interest in and understanding of the role of theatre in learning and the community and/or arts in the criminal justice system
- Good knowledge of the formal and informal education, youth and criminal justice sectors
- Highly organised and self-motivated with excellent project management skills
- Excellent communication skills, both written and oral, and ability to build relationships with a range of partners
- Ability to manage client groups with tact and skill

#### *Desirable*

- Understanding of current legislation regarding protection of children, young people and vulnerable adults involved in arts activities
- Arts Award adviser

### Terms of employment

- Contract: Permanent. Subject to a six-month probationary period with three-month review
- Salary: £33,000
- Holiday: 28 days
- Hours: 40 hours per week
- The post will be offered subject to a satisfactory Enhanced DBS Disclosure

### Application procedure *(CVs will not be considered)*

Please download the application form from Synergy's website:

<http://www.synergytheatreproject.co.uk/news-item/synergy-is-recruiting/>

Email your completed application to **info@synergytheatreproject.co.uk** with 'Learning and Engagement Manager application' in the subject field.

Or post to: 'Learning and Engagement Manager application'  
Synergy Theatre Project, 8 St. Thomas Street, London SE1 9RR

**Closing date for applications:**

10am on Monday 8 October 2018

**Interviews will be held:**

Week commencing 15 October 2018