

Project Manager - Above & Beyond, Penrhys

National Dance Company Wales seeks to contract an experienced, proactive, and approachable **Project Manager** to develop a strategy to secure the future of 'Above & Beyond', a long-term project delivered in Penrhys (Rhondda Cynon Taf).

The project's mission is to transform the community through cultural activity to achieve positive social change and for the people of Penrhys to amplify voices and look towards a positive future.

Above & Beyond is an evolving community led project which brings together the community of Penrhys with partners, collaborators, and creatives. Partners include Penrhys Primary School, Trivallis Housing Association, Rhondda Cynon Taff Council Arts Service, Ty Cerdd, Valleys Kids and Llanfair United Church

The project, now in its fifth year, has achieved great impact within the community and all involved continue to have aspirations, pride and hope for Penrhys to become an epicentre for unique artistic expression, community cohesion and positive social change.

The programme has developed and evolved in direct response to learning, experiences and community engagement. The artistic programme over the five years has focused on Parkour Dance primarily, alongside drama and beatboxing activity. This unique blend has been particularly successful in engaging young people. Weekly workshops have seen an increase in curiosity, focus and commitment from the young residents of Penrhys. The programme of activity also includes movement sessions for Mums, babes and tots, after school club activities, and healthy movement sessions for adults.

Lead artists Sandra Harnisch-Lacey and Kyle Stead have been working in the community of Penrhys for several years and developed a specific working methodology based on co-production and reflective and reflexive practice. The candidate will work in close collaboration with the two lead artists on all aspects of the work.

We are seeking a Project Manager to define a three-year strategy (2025/2026 - 2027/2028) that will be informed by the community, Lead Artists and project partners to secure the project's long-term future. Collaboration in developing the three-year strategy is key.

The Project Manager will lead on consultation, evaluation, impact reporting and budget setting to establish a strategy for long-term delivery which will be informed by community need and desired outcomes. This will include developing the case for support, prospecting and defining a fundraising plan to secure financial investment to safeguard the project's future.

This role is suited to an experienced project manager with strategic and fundraising experience and excellent communication skills. You should be passionate about engaging with participants of all ages and the positive social change that can be achieved through artistic activity.

The total fee for this activity is £8,640 based on 36 days work at £240 per day.
Work to be carried out between start date of 1 October 2024 and 1 July 2025.

We are particularly interested in hearing from people who live or work in the RCT area.

We recognise the positive values of diversity. We promote equality and challenge discrimination, and because we want to reflect the society in which we work and love, we particularly welcome applications from people who are d/Deaf and disabled and of the Global Majority.

Project Manager Contract

National Dance Company Wales seeks to contract an experienced, proactive, and approachable **Project Manager** to develop a strategy to secure the future of 'Above & Beyond', a long-term project delivered in Penrhys (Rhondda Cynon Taf), working in close collaboration with the community, lead artists and project partners. The role can be remote but will require visits to consult with residents in Penrhys and partners based in RCT, and occasional attendance at meetings at the Dance House, Cardiff Bay.

Report to: National Dance Company Wales Engagement Producer

Key responsibilities

- Consult with residents of Penrhys to establish need and desired outcomes to ensure the community is fully involved in the design and development the project's future
- Work with the lead artists, producers, community and partners to develop a 3-year strategy (including budget)
- Lead on project evaluation and impact reporting
- Be responsible for gathering statistics for the project
- Lead on management of the project budget
- Lead on developing a case for support and produce the information and resources required to secure financial support
- Undertake prospecting and define an action plan to secure financial investment to safeguard the project's future
- Ensure the delivery team is well supported and their health and wellbeing attended to

- Create and maintain a supportive forum for the project team, partners and participants to propose and challenge ideas
 - Gather feedback from participants and partner organisations and contribute to ongoing reports and the final evaluation report.
 - Attend in person and online meetings throughout the project.
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Terms and conditions

Fee: The total fee for this contract is £8,640 (based on 36 days at £240 per day).

Contract duration and time: 1 October 2024- 1 July 2025

Locations for contract delivery: Your role will mostly be working from home, but you will be required to attend meetings in Penrhys, RCT and at National Dance Company Wales' office at The Dance House in Cardiff Bay.

Any offer will be subject to the receipt of:

- References for previous contracts that are satisfactory to the contracting panel
 - Evidence of right to work/undertake contracts in the UK as defined by the Home Office
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Person specification

We would expect contractors to be able to demonstrate competency in the majority of these fields:

- Experience in managing, devising and working to budgets
- Experience in evaluating arts projects
- Experience of project managing cultural activity with people facing economic and social disadvantage.
- Experience in fundraising
- Experience of project managing cultural events and activities
- Experience working cooperatively with communities and a range of partners
- Ability to work unsupervised and as part of a team
- Ability to liaise and negotiate with a range of staff, partners, volunteers and the general public.
- Clear and effective verbal and written communication.
- Good administration and organisational skills, including IT skills
- Commitment to working with diverse teams and of supporting inclusion
- A commitment to promote the use of the Welsh language

How to apply

Please submit a CV and written proposal detailing your experience and approach to this contract and send to megan@ndcwales.co.uk by 15 August 2024.

Please also complete our [Equal Opportunities form](#), which is for monitoring purposes and is separate to your proposal.

You can apply in any of the following ways, in either Welsh or English:

Proposal of no more than three pages of A4 (12-point font size),

Maximum 10-minute audio file,

Maximum 10-minute MP3/MP4 video file using We Transfer.

We will contact every applicant whether they are shortlisted for interview or not.

Disabled applicants who demonstrate that they have the relevant experience will be invited for an interview, and we are committed to meeting access requirements; just let us know what you need.

**This role description is available [here](#) in Welsh and large print.
Please e-mail megan@ndcwales.co.uk to request any other formats.**

Social justice, equality and fairness are at the core of everything that NDCWales does. We are committed to ensuring that **everyone** in Wales has equal opportunities to access dance. NDCWales will seek to ensure that no one receives less favourable treatment because of having a protected characteristic.

Data Protection.

The information you provide will be used to shortlist for interviews and to inform our decision of who to contract. All your details will be held securely with access limited only to those involved in the recruitment process. Your bid will be kept on file for at least three months after the closing date and destroyed no later than twelve months after. Equal opportunities data is also anonymised and used internally to identify ways to improve our processes. Submission of your proposal indicates your consent to your data being used in this manner.