



ACHIEVE **YOUR** IMPOSSIBLE

## Recruitment Pack

### **Our Dream** vision

A cultural home of evolutionary circus and education that empowers people through participation & performance.

### **Our Purpose** mission

To continue to create fun, post modern circus performance through new and traditional processes that enable play, learning, participation and collaboration.

### **Our Promise** core values

To be **creative.** collaborative & innovative.

To have **integrity.** transparent & fair.

To be **representative.** equal & proactive.

To be **respectful.** adaptable & inclusive.

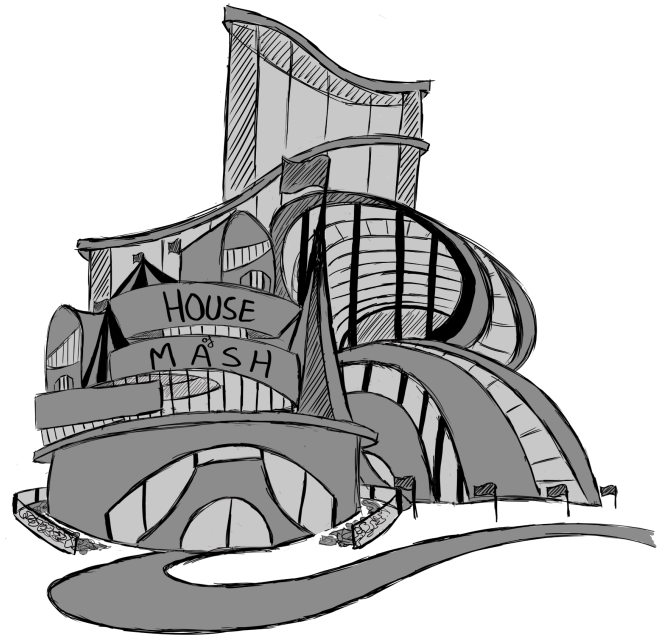
To be **authentic.** open & honest.

To be **sustainable.** environmentally & economically.

### **DNI Statement**

**We are committed to a culture of creativity where everyone feels valued, equal and at home.**

We approach our work fearlessly, ensuring that everyone we work with feels comfortable to bring their whole self to work, always. We celebrate differences and respect similarities. We strive to always be representative of the community in which we live and will be adaptable and inclusive without exception. We promise to make every project we work on feel like a new adventure for everyone, together.



## **The Role: Outreach & Fundraising Manager**

CircusMASH is seeking to hire a full time dynamic, efficient, and considerate Outreach & Fundraiser Manager (OFM). The OFM will manage our four core programmes and increase engagement, income and partnerships as well as managing community events. You will have oversight of our programme development strategy. This role is funded for one year but we hope to seek funding to make the role permanent. This is a new key role within the company, and will work to engage diverse communities through circus arts and creative participation alongside entrepreneurial education.

We're at a very exciting point in our growth having secured £3.1m to re-develop our Birmingham based circus space. We're thrilled to expand our circus offer for training and professional development and create more opportunities for young people, families, freelance creatives and most importantly underprivileged and unrepresented communities. We want a trailblazer to help us on our mission to achieve our vision. We need help in leading the strategic and cultural development of our community programmes in line with the aims of our growth strategy and company ethos. We need help in securing funding for the running, engagement and development of our core programmes.

The successful candidate will need to have experience and demonstrate a track record in fundraising and have exceptional interpersonal and communication skills. You must have a strategic approach, be able to find creative solutions to problems, collect data and be IT efficient.

### **Key Responsibilities:**

- Lead on fundraising initiatives and work with the team to develop the current programmes as a vital and integral part of the company's creative vision.
- Coordinate and manage the delivery of community projects.
- Line manage freelance practitioners and coaches in the delivery of classes, community projects and workshops ensuring the team is briefed, supported and has adequate resources.
- Work to define and set the strategic priorities for the programme, producing schedules and timelines for outcomes.
- Identify the resources and develop the strategic partnerships needed to achieve this and build on the established quality of programme delivery.
- Actively engage with research, strategy and evidence in relation to the local community to inform development activities.
- Strengthen learning pathways, monitor programme quality and identify areas for improvement and development.
- Monitor output, delivery and outcomes to enable reporting to funders, stakeholders and partners.

- Work to set financial targets for the programme and identify new income opportunities. Monitor and report against all targets and budgets.
- Create fundraising opportunities for the company.
- Commit to professional development for role and leadership training.

## General Responsibilities

- You must follow the CircusMASH safeguarding policies around Health and Safety, equalities, protection of children and vulnerable adults.
- Participate in wider company meetings and help to find solutions within the agreed structure of the role.
- Represent CircusMASH as appropriate and required.
- Be responsible for any agreed budgets to get best value and quality for the community and CircusMASH.
- Update the core team and share your best practices.

## Key Requirements

- Experience and a track record of fundraising.
- Experience in youth or community work/arts/performance/circus.
- Exceptional verbal, written, and presentation skills.
- Ability to work effectively both independently and as part of a team.
- Experience using computers and online software for a variety of tasks.
- Detail-oriented. Excellent file management and administrative skills.
- Experience in delivering creative projects with passion for inclusive youth arts participation.
- Have a passion for community work and the arts.
- Basic rigging knowledge (desirable).

Salary: £26k-£32k

Please submit your application by email to [info@circusmash.co.uk](mailto:info@circusmash.co.uk) including your CV, contact details for two references and a cover letter. Receipt of your application will be confirmed by email and your application will be treated with the strictest confidence. If you want to have a chat about this role before applying, drop us an email. CircusMASH is an equal opportunities employer. We specifically welcome applications from people from diverse backgrounds. 🎪 We look forward to hearing from you 🎪

**Dream way too big and forget not your purpose,  
...but live every day like your life is a circus**