



Waterlicht by Studio Roosegaarde, (2017) Credit: Chris Foster

Director

Abandon Normal Devices

Application Information

Deadline: noon Tuesday 28 August 2018

www.andfestival.org.uk



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**ARTS COUNCIL
ENGLAND**



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Introduction

Thank you for your interest in this exciting opportunity to be the new Director of Abandon Normal Devices (AND).

Following the departure of Gabrielle Jenks, who has moved on to the role of Digital Director at Manchester International Festival / The Factory, we are seeking an exceptional individual to lead our award-winning arts and digital culture agency. You will play a key role in shaping our vision and drive the organisation's future development. This is an extraordinary opportunity for the right candidate to take forward our innovative, ambitious and influential organisation as we approach our 10th anniversary.



Company Overview

AND commissions ground-breaking projects and festivals that challenge conventional modes of participation through an extensive programme of art, new cinema and digital culture (see Key Programmes below). We are a nomadic commissioner and born-digital producer unafraid to take artistic risks, enter new territories and broker new partnerships. Our projects are essential and urgent guides to understanding the dynamic and ongoing relationship between art, technology and the public.

AND fosters a richer and more critical digital culture, offering complex and global perspectives from the worlds of cinema and contemporary art. Adventure and experimentation are central to our ethos and this is defined by providing artists, curators and producers with the opportunity to think, and work, outside of the gallery; our programmes are context specific, driven by the environment, encouraging new art forms and new ideas. 90% of our productions are new commissions; the first time an artist has worked on scale or the first time an abandoned or overlooked site has staged cultural work.

AND launched in 2009 and used the partnership of its founders FACT, folly and Cornerhouse as a springboard to test new production models. Over the past nine years we have commissioned over 100 projects, delivered 8 festivals and worked with over 400 contemporary artists from Gillian Wearing to emerging names like Katie Rose Pipkin. In 2012, due to the quality of the programme and the distinctive niche AND occupied, Legacy Trust UK awarded us funding to explore a sustainable future model. AND was one of only five organisations in the UK to secure this support. In July 2014, we were awarded National Portfolio Organisation (NPO) status by Arts Council England (ACE) and have since evolved from being a biennial festival to a year-round live and on-line commissioning agency delivering projects, exhibitions, public art and research.

2017 was one of our most successful years to date; we launched COSMOS, an audio-visual residency and co-commission with Jodrell Bank Observatory, the University of Manchester and Cheshire East Council, and we were a successful recipient of a Creative Europe grant for *New Networked Normal* (a partnership with arts organisations across Europe) which runs until September 2019. Last year we also formed many new partnerships to deliver AND Festival - our eighth and biggest edition to date - featuring 60 artists across 8 venues and attracting over 32,000 visitors to Castleton, Peak District National Park, UK.

AND has four years National Portfolio Organisation (NPO) funding in place from ACE, taking us to 2022. The delivery of the festival remains at the heart of our offer but is not included within the NPO agreement. We fundraise for AND Festival separately and we remain in positive dialogue with ACE as our core supporter, as well as with additional festival partners for 2019. We have a strong record of securing funds from supporters such as Jerwood Foundation, Nesta, British Film Institute and the British Council. Turnover varies from £300,000 upwards to £500,000 in a festival year. Our annual accounts can be found [here](#).

AND has a small core team comprising:

Core Staff	
Senior Producer	Ruth McCullough
Head of Communications	Catherine Waddington
Programme Assistant	Catherine Shaw
Finance Team	Victoria Yates and Christie Cremin from Contact Theatre*
Freelance	
Festival and Touring Producer	Louise Hargreaves
Marketing Officer	Edwina McEachran

* AND has a Contract for Services with Contact Theatre for provision of our finance administration.

For specific projects, particularly the festival, our core team is augmented by additional specialist staff and a team of volunteers.

A registered charity and a company limited by guarantee, AND is guided by a committed Board of Trustees, a voluntary body that has fiduciary responsibility for AND's overall governance and management. The trustees are the Chair, Howard Rifkin, Vice Chair, Katie Moffat, Treasurer, Alma Budd plus David Mathias, Mike Stubbs and Abigail Gilmore.



Watch the Skies at Jodrell Bank Observatory (2014)

Credit: Chris Foster

Key Programmes

Industry Residences

Over the years AND has invested in practice-based research through enabling artists to collaborate with cutting edge technology and/or science partners. This embeds artists, writers and thinkers at the forefront of astrophysics, biotech and computer science and has included *Project Daedalus*, a Digital R&D funded project looking at the creative use of drones in partnership with Marshmallow Laser Feast and University of Salford and *COSMOS*, a ground-breaking partnership and art-science residency for the Lovell Telescope. Artists who have participated include Daito Manabe+Rhizomatiks and Addie Wagenknecht.

AND Festival

AND Festival is a roaming biennial event and is one of the biggest media arts festivals in the UK. It is a rehearsal space, a catalyst and incubator for new models of working. A place to become acquainted with active imaginations and active

participation. An opportunity for artists and audiences to respond to a site, context and international platform. The methodology for developing the programme changes based on the site, venues and capacity of partners who have in the past included hosts, Forestry Commission / Forest ArtWorks, Peak District National Park, National Trust, Cornerhouse and FACT (Foundation for Art and Creative Technology)

Cross Platform Commissions

AND commissions ambitious artworks from live soundtracks, cross platform productions and public realm works. Over the years AND has commissioned over 100 works involving pioneering and award-winning artists and musicians including *Eva and Franco Mattes*, *Andrew Kötting*, *Oneohtrix Point Never*, *Carolee Schneemann*, *Krzysztof Wodiczko* and Turner Prize winners *Gillian Wearing* and *Sebastian Schmieg*. In 2016 AND received Wired's "Innovation in Experience Design Award".

Exhibitions

AND curates exhibitions which explore sub-cultures and emerging artistic practices. Previously this has involved: '*Seeing the Forest Through the Trees*' focusing on plant sensoria and communication; *Art of Bots*, showcasing pioneers of the bot making community and in *Digital Dark Ages*, we explored the preservation of our digital lives for future generations. Artists we have worked with include *Kathy High*, *Jamie Allen*, *Matthew Plummer Fernandez*, *Thomas Thwaites*, *Simone Niquille* and *Martha McGuinn*.

Touring & European Programmes

AND tours a number of commissions nationally and internationally to wider and more diverse audiences. Works have toured to Berlin, Shanghai, Italy, Sydney, as well as across the UK. This extends our reach and involves the strategic development of new partners. This has included partnerships with Transmediale, MU Gallery and The Influencers as part of our *New Networked Normal* programme which looks at art, technology and citizenship in the age of the internet



Empire Drive In (2012) Credit: Carl Sukonik

The Director's role, responsibilities and person specification

We are looking for a Director with the vision, energy, experience and commitment to lead and further develop AND, both artistically and as an organisation. We are seeking someone with knowledge of, and passion for art and digital culture who is able to envision and realise exceptional programmes that champion emerging practices in digital art, design, technology, science, film, music and the wider creative industries, someone who is capable of delivering exciting public programmes which attract, engage and inspire a wide range of audiences and participants.

The Director will be able to provide clear artistic, strategic and organisational leadership blended with a strong partnership building and collaborative team working approach. They will have experience of directing and managing creative or cultural projects and will possess wide knowledge, and a critical understanding of, current debates and developments in digital culture, cinema and art.



Where the City Can't See, Liam Young (2016)

They will have an excellent track record of creating and sustaining partnerships, leading creative teams to deliver ambitious and successful programmes and festivals. They will be responsive, innovative, engaged and flexible. They will be able to strengthen AND's position strategically within the local, regional and national arts and cultural infrastructure and secure future funding from public and private sectors, be they from arts, cultural, creative, academic research, commercial and/or creative sources ensuring AND's long-term sustainability.



Responsibilities

Taut Line, Beatrice Dillon (2017) Credit: Chris Foster

A. Artistic, strategic and business planning, implementation and reporting:

1. To articulate and implement a strong artistic vision and distinctive identity for the organisation through the formulation of its public programme of work.
2. To be the principal point of contact in our relationships with our key funders, in particular with Arts Council England, British Film Institute and British Council.
3. To strengthen AND's position strategically within the local, regional and national arts and cultural landscape.
4. To lead the preparation and implementation of AND's four-year business plan, including financial planning and management and artistic strategy for approval by the Board. This includes short and medium-term planning and annual updating.
5. To work with the AND team and our accountants to ensure the short and

medium financial health of the organisation and longer-term sustainability.

6. To set and manage budgets across the organisation.
7. To report formally to the Board on progress with the business plan, the key risks facing the organisation and their related mitigations, as well as AND's overall operation and performance.
8. To report in a timely manner to AND's funders in respect all aspects of our funding agreements.

B. Partnership management and development

1. To lead on the development of key artistic, strategic and financial partnerships locally, regionally, nationally and internationally with organisations and individuals in support of AND's business plan.
2. To identify and secure funding for the delivery of AND's business plan and activities from a wide variety of public and private sector sources to secure AND's long-term sustainability.
3. To prepare copy, papers and reports for a wide range of audiences in a manner appropriate to the reader including audiences, funders, staff, colleagues and artists incorporating evaluation material, analyses and arguments to support a case effectively.

C. Team Leadership and Management

1. To inspire, motivate, lead, manage and support the AND team ensuring compliance with best HR practice including one to one meetings, annual appraisals and performance planning encouraging and supporting the continuous professional development of all AND staff.
2. To create and maintain an organisational culture which encourages collaboration and supports all staff to work to the best of their abilities.
3. To ensure that AND's volunteers are properly trained, resourced, supported and valued.

D. Marketing & Advocacy

1. To work with AND's Head of Communications to manage the marketing team and evaluation programmes ensuring AND's activities are effectively marketed, evaluated and communicated to its audiences and stakeholders.
2. To be an active and effective advocate and ambassador on behalf of the organisation at a range of public events and with the media.
3. To pro-actively contribute to arts and wider cultural leadership networks locally, regionally, nationally and internationally.

E. Programme and Production

1. To set AND's overall artistic direction and vision.
2. To work with AND's Senior Producer and other AND staff, commissioned artists, researchers, technologists and partners to develop creative ideas for the programme, ensuring its successful delivery and enabling wide access by a diverse range of audiences.

F. General

1. To implement and keep under regular review, ensuring compliance with current appropriate legislation and best practice, AND's policies, particularly in the areas of employment, health and safety, safeguarding, equality, diversity and data protection.
2. To work closely with, and report to the Chair and AND's Board, ensuring they are kept fully apprised of key developments, and the risks and key issues affecting the organisation and its future development and sustainability.
3. To act as Company Secretary if requested by the Board and to carry out all other reasonable duties as deemed appropriate by the Board.
4. To be willing to travel nationally and internationally
5. To be willing to work evenings and weekends as appropriate.



Art of Bots, Somerset House, London (2016)

Person Specification

We expect successful applicants to be able to demonstrate the following:

Key: CV = On Curriculum Vitae, CL = In Covering Letter, I = At interview

Experience: Essential	Assessed by one or more of:
A demonstrable record of achievement delivering high quality programmes of national significance in the arts and/or creative media sectors, including in non-arts settings.	CV, CL, I
A track record of successfully programming and developing an artistic / curatorial vision, in tandem with strategies for the development of new audiences, fundraising, marketing and PR.	CV, CL, I
Experience of establishing and sustaining innovative, creative and practical collaborations with artists, academics and creative technologists across arts and non-arts sectors to successfully deliver a wide range of activity.	CV, CL, I
Proven experience of mid- to long-term business planning, articulating and persuading others of a strategic vision for the organisation taking account of its operating context and external environment. You must be able to translate your vision into realistic plans and lead a team to deliver these within the resources available.	CV, CL, I
A broad range of fundraising experience from public sources and trusts and foundations and/or commercial sponsorship plus a proven track record of managing bidding processes including partnership bids.	CV, CL, I
A minimum of 2 years' experience of leading and managing an arts or creative media organisation, or equivalent experience e.g. acting as curatorial lead, project managing or taking a lead role within an academic framework.	CV, CL, I
Experience of working in creative and practical collaboration with artists, arts organisations, venues and volunteers, to deliver a public programme of activities.	CV, CL, I

Experience: Desirable	
Experience in running arts or media festivals of national and/or international significance.	CV, CL
Experience of working on research, training, learning and outreach, or professional development programmes.	CV, CL
Abilities, Knowledge and Skills: Essential	
Excellent networking, communication and negotiating skills so as to secure strategic, creative and financial partnerships, regionally, nationally and internationally which strengthen AND's strategic positioning.	CV, CL, I
An ability to inspire, lead, motivate and nurture a staff team, freelance contractors and volunteers, coupled with line management and recruitment experience.	CV, CL, I
The ability to formulate and manage a budget of between £300,000 and £750,000 and supervise staff implementing financial systems. You will be able to scrutinise financial data and review budgets considering changing financial circumstances including an awareness of current tax implications and potential opportunities.	CV, CL, I
Demonstrable evidence of an understanding of key issues, emerging trends and challenges within digital culture, art and film and critical and current debates in the sector.	CV, CL, I
Demonstrable knowledge of the UK art and digital culture infrastructure, contemporary artists and creative technologists and their work, coupled with current national and international connections.	CV, CL, I
Have an understanding of the legal responsibilities and reporting requirements of a registered company and a charity and its trustees, knowing when to seek independent professional legal, HR and/or financial advice.	CL, I
The ability to write reports for a wide range of audiences in a manner appropriate to the reader including funders, staff, colleagues and artists incorporating evaluation material, financial data, analyses and arguments to support a case effectively.	CV, CL

Degree, or relevant professional qualification/and or extensive relevant experience.	CV
Abilities, Knowledge and Skills: Desirable	
Understanding of relevant academic, commercial and research opportunities in the sector e.g. Innovate UK, AHRC, Creative Europe and potential collaborations.	CV, CL, I
Personal Attributes	
Ambitious, passionate and enthusiastic for AND's success.	I
A collaborative, nurturing, supportive, team player able to work with a diverse range of communities and individuals.	CL, I
Commitment to widening access to the arts, to diversity and to equality.	CL, I
Creative and focused on outcomes and solutions.	CL, I
Able to work calmly and supportively under pressure and to deadlines.	CL, I
Willingness to take and manage artistic and organisational risks.	CL, I
Committed to personal and professional development.	CV, I
Willingness to travel within the UK and internationally if necessary.	CL, I

The Director is responsible to:

- AND's Chair and Board of Trustees.

and responsible for:

- Senior Producer
- Head of Communications
- Curators / Freelance Producers
- Finance Manager (currently this role is carried out by Contact Theatre through a contract for services).

General Terms & Conditions

Tenure: Permanent contract

Salary: £35,000 + per annum (dependent on experience)

Holidays: 33 working days including public holidays

Hours: Normal working hours are 37.5 hours per week*

Pension: Contributory pension scheme provided by Nest

Probationary Period: 3 months

*Due to the nature of the role and the projects we undertake, there is an expectation (particularly during the biennial festival) of additional evening / weekend work. You will not receive any additional payment for hours worked more than your normal hours of work and this has already been considered when setting salary ranges.

Place of Work

Principally at AND's office in The Bonded Warehouse in central Manchester. A willingness to travel is necessary as many of our partners and networks are across the UK and abroad. Also, as our projects often take place at locations outside Manchester, temporary relocation to a base 'on site' may sometimes be required.



Peak Simulator, Matthew Plummer-Fernandez (2015) Credit: Chris Foster

How to Apply

Application

Please submit a CV with a covering letter demonstrating your suitability for the role and how you meet the experience, skills, abilities and knowledge required as set out in the Key Responsibilities and Person Specification above and send to andrecruitment@andfestival.org.uk **by noon on Tuesday 28 August 2018.**

In your letter please include the contact details of two referees, one of whom should be your current or most recent employer. If you are offered the job it will be subject to the receipt of satisfactory references.

Candidates should also complete an [equal opportunity monitoring form](#) which should be submitted with your application. All information provided in the form will be treated in the strictest confidence and held for statistical purposes only. This information does not form part of the selection process.

Equal Opportunities

AND is an equal opportunities employer and we very much welcome applications from all members of the community. We particularly welcome applications from black and minority ethnic candidates and those with disabilities who are currently underrepresented in the arts.

Key Dates

- Deadline for applications is **noon Tuesday 28 August 2018.**
- Shortlisted candidates will be notified by **Tuesday 4 September 2018.**
- Interviews are likely to be held in **w/c Monday 10 September 2018.**
- Second interviews may be held if required at a date to be confirmed.

Initial and confidential enquiries

If you would like to have an initial and confidential conversation about this role please contact the Chair, Howard Rifkin at howardrifkin@btinternet.com.

General queries

If you have any questions about the application process please contact Cat Shaw at cat@andfestival.org.uk.

We hope you have found the information helpful and many thanks again for your interest in this exciting role with Abandon Normal Devices. We very much look forward to receiving your application

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