

Recruitment Pack Director

The logo for Photoworks, featuring the word "photoworks" in a lowercase, white, sans-serif font on a black rectangular background.

Introduction

This pack contains information on the role of Director for Photoworks, including the job description, person specification, overview of Photoworks and details of how to apply.

The Director will lead Photoworks in devising and shaping the overall strategy, planning, policy and development of the organisation. Providing artistic vision and strategic leadership, the Director will conceive and drive forward new initiatives, while working closely with staff to oversee the financial management, fundraising, marketing, digital strategy and administration of Photoworks. Additionally, the Director will ensure the delivery of a wide-ranging programme of projects, publications, exhibitions, research and educational activities including Brighton Photo Biennial and the Jerwood/Photoworks Awards, aiming to engage the widest audience possible.

The Director will lead the organisation in its commercial activity, including liaison with funders, corporate partners, donors and the media, maintaining existing partnerships and forging new ones, plus playing a central role in national planning for photography. The Director will occupy a senior position in the photography and visual arts sector, operating and advocating for **Photoworks' brand within a broad network of artists, individuals, trusts and organisations**. The Director will expect to work and travel, regionally, nationally and internationally; creating and maximising opportunities for new work and collaboration.

Reporting directly to the Photoworks Board of Trustees, the Director will take overall responsibility for the organisation ensuring its full potential, its resilience and sustainability, and shaping its future.

Photoworks is a limited company registered as an educational charity. Photoworks is supported as a National Portfolio Organisation receiving funding from Arts Council England and raises additional income through trusts and foundations, corporate partnerships and areas of earned income including Membership. Photoworks has a turnover of c.£500K and team of ten passionate and committed employees/freelancers.

Place of employment is at Photoworks, in a contemporary and creative office environment located at 154-155 Edward Street, Brighton hosted by our partners, The University of Brighton.

Deadline for applications is Monday, 6 November 2017.

Matt Locke
Chair of Trustees

Role Overview

Photoworks is a leading organisation, uniquely placed as a national development agency for photography. We produce internationally renowned events including Brighton Photo Biennial and publish the esteemed journal *Photoworks Annual*. We support talent through the national Jerwood/Photoworks Awards. Our programme includes artist commissions, new writing, events, digital programme, learning, and community engagement projects. Founded in 1995, Photoworks is a charitable organisation based at the University of Brighton, UK and is a National Portfolio Organisation of Arts Council England, with successfully sustained NPO funding until 2022.

Photoworks seeks to appoint a new Director to succeed current Director, Celia Davies, who leaves Photoworks at the end of 2017 after eight successful years with the organisation.

We seek a dynamic and ambitious individual who will build on our achievements to date and our distinctive and respected reputation. The new Director will inspire and lead the agile Photoworks team to deliver major cultural projects across different platforms nationally and internationally, overseeing the business plan implementation to realise them.

You'll be a significant player in the photography and visual culture scene with a strong curatorial background and experienced in commissioning artists. You will have the **vision to lead and ability to work in collaboration. You're adept in understanding the operational demands of an organisation**, with the ability to foster partners and stakeholders and seek out new cultural, strategic and commercial opportunities that **extend the reach and impact of our work. You'll be strongly committed to diversity and inclusion** at every level of our activity.

Terms and Conditions

Salary: circa £45k plus workplace pension scheme

Holiday: 20 days per year, plus bank holidays and office Christmas closure

Probation: six months

Contract: Permanent

Hours : 40 hours minimum per week, five days per week, usually Monday to Friday. Some evening and weekend work. All Photoworks team are expected to attend Photoworks and partner events and be part of the cultural life of the organisation.

Job Description

Key Objectives

- To be the creative leader for the organisation, team, programme and partners setting **Photoworks' artistic direction, continuing to engage the widest possible audience.**
- To be accountable as the executive leader of the organisation, responsible for effective management, personnel, policy and monitoring processes, reporting directly to the Chair and the Board of Trustees.
- To represent the organisation within the photography and visual culture sectors, regionally, nationally and internationally.
- To build networks and partnerships with artists, photographic organisations, artistic institutions, venues and leaders in the field.
- To optimise the Photoworks brand, projects and platforms to secure commercial and philanthropic partnerships.
- To liaise directly and at a high level with Arts Council England, funders, sponsors and all partners in the development of the organisation and its programme of work.
- To lead/manage the team, set objectives, encourage professional development and create a culture of learning within the organisation.
- To ensure effective financial policy, planning and management ensuring sustainability and financial resilience.

Key Outputs

- To lead on and contribute to the effective planning and delivery of the artistic programme.
- To lead on and contribute to the development, implementation and **effectiveness of Photoworks' audience development strategy.**
- To actively seek new networks/partnerships with funders/partners and maintain effective relationship and stakeholder management.
- To lead on funding applications and commercial/development activity.
- To communicate key vision, development and strategic planning issues, verbally and in writing, in a variety of contexts.
- To proactively seek marketing, media and other promotional opportunities for the **effective communication of Photoworks' work and mission.**
- To communicate directly with the Chair and the Board of Trustees, maintaining and developing Board membership.
- To maintain effective communication with staff, chair regular staff meetings, give regular feedback and appraisals on performance against strategic plan.
- To lead on and contribute to effective financial planning and reporting.
- To lead on and contribute to the development, implementation and **effectiveness of Photoworks' digital development plan, equality action plan, environmental action plan and diversity strategy.**
- To attend regional, national and international meetings, events, conferences, exhibitions and festivals.
- Responsibility to advocate, articulate and promote the Photoworks brand, values and vision, working to the highest professional standard across a range of contexts.
- To undertake any other task that the Board of Trustees may deem necessary to the development and success of Photoworks, commensurate with the role.

Competencies

| | Essential |
|---------------------------------|--|
| Knowledge & Experience | <p>Significant experience in a relevant senior post both in setting artistic/editorial vision and leading teams</p> <p>Ability to inspire your team, stakeholders and audiences through a demonstrable understanding of the fundamental importance of photography & visual culture</p> <p>Experience of curating and artistic programming within photography & visual culture</p> <p>Experience of developing brands/projects for commercial or other funding partnerships</p> <p>Understanding of governance and leadership responsibilities in relation to publicly funded bodies and charities</p> <p>Established networks at a regional, national and international level, and the ability to use these to develop strategic cultural partnerships</p> |
| Skills | <p>Excellent decision-making skills taking into account both internal and external contexts</p> <p>Ability to develop strategies/policies and implement them successfully through project delivery</p> <p>Evidence of sound financial acumen and commercial awareness</p> <p>Effective approach to managing people, teams and contractors balancing support and assertiveness</p> <p>Ability to present arguments and ideas persuasively to gain support and influence situations</p> |
| Experience & Qualifications | <p>Relevant undergraduate qualification</p> <p>Influential and trusted reputation within the visual culture sector</p> <p>Capacity to reshape ideas in response to changing funding opportunities/external context</p> <p>Track record of successful funding partnerships within commercial and public sectors</p> <p>Experience of supporting diversity initiatives</p> |
| Attributes & Personal Qualities | <p>Ability to work and respond effectively under pressure</p> <p>Entrepreneur and innovator with ability to broker and close deals</p> <p>Requisite knowledge and gravitas to represent organisation</p> <p>Team player and demonstrable success in leading teams</p> |

Supporting Information

PHOTOWORKS - WHAT WE DO

Photoworks is the UK's leading national development agency dedicated to participation in photography. We curate, commission and publish new work and writing on photography. We produce major cultural projects including Brighton Photo Biennial, the national Jerwood/Photoworks Awards and *Photoworks Annual*. In collaboration with local, national and international partners, we connect outstanding artists with diverse audiences to champion talent. Our learning and participation programme is exemplar. Photoworks is a National Portfolio Organisation supported by Arts Council England and a registered charity.

PHOTOWORKS - OUR MISSION

Photoworks is dedicated to enabling participation in photography, the most democratic medium of our contemporary visual culture. We do this by connecting outstanding artists with diverse audiences through an innovative range of projects, events and platforms. Collaboration is central to our work, making us an agile organisation, able to deliver projects at local, regional, national and international level.

PHOTOWORKS – OUR VISION

Photoworks promotes creative, critical and imaginative engagement with the role of photography in a contemporary culture inundated with images. We instigate, realise and share outstanding new projects.

Photoworks understands that photography is a powerful tool, capable of shaping our view of our surroundings, our history, our era and subjects that range from war to fashion. These subjects also act, reciprocally, to shape our understandings of photography. Photoworks explores this relationship.

We garner ideas from a wide photographic landscape: from social networks to photojournalism, fine art to advertising. We take photos out of this landscape, to hold them up for closer inquiry, while situating new ideas about photography back into the mix, generating unexpected relationships.

As an agency, we are agile. We choose different contexts (libraries in deprived areas to international press archives), places (shipping containers to acclaimed installations at national museums), and platforms (London Art Fair to B Fest) to locate and explore **how today's photography is simultaneously pervasive and particular**. We boldly broach subjects such as conflict and representation, Family Politics, Queer Heritage and protest. We ask audiences: What makes a good photograph today and why? How is photography today an agent for change?

Based in Brighton, but international in our ambition, collaboration is at the core of everything we do. We aim to achieve the widest possible distribution for our work, and recognise plentiful opportunities in the multiple ways in which photography is consumed today. We engage the widest possible audience by working across multiple platforms.

We engage with talented people who utilise photography to create remarkable conversations between different groups and individuals. Our projects lead the debate, create the extraordinary and realise the imaginary.

photoworks.org.uk

bpb.org.uk

How to Apply

Deadline for applications is Monday, 6 November 2017.

To apply send a CV, covering letter outlining your suitability and a completed Equal Opportunities Monitoring Form to zoltan@photoworks.org.uk

Photoworks is an equal opportunities employer and committed to encouraging applications from diverse candidates.

If you would like to arrange an informal conversation about the role with Matt Locke, Chair of Trustees, contact Zoltan Borovics 01273 643 9087
zoltan@photoworks.org.uk

Interviews will be on Thursday, 16 November and Friday, 17 November 2017 in Brighton with possible second interviews on Monday, 20 November.