

## Arts Co-ordinator

Part-time • Small Charity • Community Arts Programme

Do you believe in the power of creativity to bring people with a wide range of disabilities together and change lives?

We have an exciting opportunity for an Arts Co-ordinator to join our small team to develop and manage the implementation of a wide variety of arts based opportunities, in the local community, to people who have disabilities.

In this 12 month fixed term contract you will work closely with a range of partners, contractors, volunteers and supporters to develop and deliver projects that support the realisation of the Charity's Missions, Vision and Values.

If you're creative, organised, and enjoy working directly with people, this role offers the chance to make a meaningful impact every day.

### As our Arts Co-ordinator, you will:

- Support the planning and delivery of a varied programme of workshops, events, and creative projects
- Work hands-on with disabled participants of all ages, backgrounds, and abilities
- Build strong relationships with local groups, schools, artists, and community partners
- Support group administration, including monitoring, evaluation, and reporting
- Help promote our work through social media, newsletters and features
- Ensure all sessions are safe, inclusive, and aligned with our policies and values

This is a role with real variety — from running workshops to shaping new projects, supporting volunteers, and helping tell the story of our work.

### We're looking for someone who is:

- Experienced in delivering arts activities or creative projects
- Confident engaging with diverse groups and individuals
- Highly organised, adaptable, and comfortable managing multiple tasks
- A strong communicator with a positive, collaborative approach
- Passionate about creativity, inclusion, and community engagement

### What we offer:

- A friendly, supportive team
- The opportunity to shape and grow our arts programme
- A role where your creativity and ideas genuinely make a difference
- Personal development opportunities
- Flexible working options depending on the projects needs
- Salary of between £27,000 - £29,000 per annum pro rata, dependent on skills and experience.

## Arts Co-ordinator

Part-time • Small Charity • Community Arts Programme

- A 12 month fixed term contract of 21 hours per week

### How to Apply

Email [info@reachinclusivearts.org.uk](mailto:info@reachinclusivearts.org.uk) to request an application pack.

If you'd like an informal chat before applying, we'd be happy to arrange one.

Any job offers will be subject to references and a satisfactory DBS check

Closing date: 12 midday Monday 8<sup>th</sup> June 2026

Charity No: 1116680

Co.Ltd. by Guarantee 5421272