** Lyth Arts Centre Ionad-Ealain Lyth**

**Job Description – Young Programmer**

**Tuairisgeul Obrach – Prògramair Òg**

Lyth Arts Centre (LAC) is looking to recruit and train a Young Programmer. This is a new freelance post supported by the [Bòrd na Gàidhlig Gaelic Arts Fund](http://www.gaidhlig.scot/fundingschemes/gaelic-arts-fund-2018/), aimed at a Highlands based candidate under 26 years old who is a Gaelic speaker. This exciting role will enable an aspiring arts programmer to gain experience in this role, mentored by the LAC team and see first-hand how a small arts centre is run; learning business skills like negotiating deals and contracting as well as artist liaison and artist development.

**Tha Ionad-Ealain Lyth (IEL) a’ sireadh a bhith a’ fastadh is a’ trèanadh Prògramair Òg. ’S e seo obair ùr neo-cheangailte air a mhaoineachadh le taic bho** [**Mhaoin Ealain na Gàidhlig aig Bòrd na Gàidhlig**](http://www.gaidhlig.scot/ga/fundingschemes/gaelic-arts-fund-2018/)**, agus tha e ag amas air tagraiche fo 26 bliadhna a dh’aois, aig a bheil Gàidhlig, is a tha air a stèidheachadh air a’ Ghàidhealtachd. Bidh an obair tharraingeach seo a’ toirt cothrom do phrògramair-ealain òg a bhith a’ faighinn eòlas anns an obair seo, le oideachas bho sgioba IEL , agus a bhith a’ faicinn dha neo dhi fhèin ciamar a dh’obraicheas ionad-ealain beag; ag ionnsachadh sgilean gnìomhachais leithid ciamar a co-rèiticheas tu aontaichean agus cùmhnantan cuide ri bhith ag ionnsachadh ri bhith a’ dèanamh cheanglaichean le luchd-ealain agus ag ionnsachadh mu leasachadh luchd-ealain.**

With a focus on Gaelic, trad and folk music and arts, this role will be supported by [Fèis Rois](https://www.feisrois.org/) who will contribute to mentoring, provide training opportunities and connect the programmer with young musicians as well as provide hot-desk space at the Fèis Rois Dingwall office.

**Le fòcas air ceòl Gàidhlig, ceòl tradaiseanta, ceòl folk, agus na h-ealainean, bidh taic airson na h-obrach seo bho Fhèis Rois a bhios a’ cur ri oideachas, a’ solar cothroman trèanaidh agus a bhios a’ cur air dòigh stèisean-obrach aig oifis na Fèise ann an Inbhir Pheofharain.**

Responsible to: Co-Directors and working closely with the General Manager, Technical staff and freelance LAC staff.

**Fo stiùir: Co-stiùirichean agus ag obair gu dlùth leis an àrd-mhanaidsear, luchd-obrach teicnigeach agus luchd-obrach neo-cheangailte IEL.**

**Main Duties and Responsibilities:**

**Prìomh-dhleastanasan agus Uallaichean:**

Programme:

* Building a ‘new music’ programme for LAC, booking approximately 10 gigs for the arts centre from March 2019 – Dec 2019
* Scouting and sourcing up-coming musicians, bands and artists from the folk, trad and Gaelic music scenes across Scotland and the Highlands including go-sees trips to gigs and festivals
* Support the programming of pop-up Gàidhealtachds around events
* Ensure programme compliments exisitng bookings and feeds into LAC Audience Development
* Working with the LAC Co-Directors to write a Gaelic Policy which will enshrine this project into all of LAC’s future work

**Am Prògram:**

* **A’ cur ri chèile prògram-chiùil ùr do IEL, a‘ cur air dòigh mu dheich cuirmean-ciùil airson an ionaid-ealain bhon Mhàrt 2019 gus an Dùbhlachd 2019**
* **A’ sireadh luchd-ciùil, còmhlan is luchd-ealain ùra bho na saoghalan folk, tradaiseanta agus Gàidhlig air feadh na h-Alba agus na Gàidhealtachd, a’ gabhail a-steach tursan gu fèisean agus cuirmean-ciùil gus luchd-ealain ùr fhaicinn**
* **A’ cuideachadh le bhith a’ cur air dòigh *pop-up Gàidhealtachds* timcheall air tachartasan**
* **A’ dèanamh cinnteach gu bheil am prògram-chiùil a’ dol le cuirmean-ciùil eile a tha a’ tachairt aig an ionad-ealain, agus gu bheil e a’ cur ri Plàna Leasachadh an Luchd-èisteachd aig IEL**
* **Ag obair còmhla ri na co-stiùirichean IEL gus Poileasaidh Gàidhlig a sgrìobhadh a bhios a’ glèidheadh a’ phròiseict seo anns an obair air fad a bhios aig LAC anns an àm ri teachd.**

Artist Development:

* Identifying support needs from early-career Gaelic, folk and trad musicians and artists, matching up with LAC and wider Highland opportunities e.g. LAC Residencies
* Supporting artists with marketing and audience development for their trip to Caithness
* Collaborate with other promoters to support touring in Highlands

**Leasachadh an Luchd-Ealain:**

* **A’ cur eòlas air feumalachdan-taice bho luchd-ciùil folk, Gàidhlig is tradaiseanta a tha tràth anns a’ chùrsa-obrach aca, gam moladh airson cothroman nas fharsaing aig IEL agus air a’ Ghàidhealtachd m.e. muinntireas IEL**
* **A’ cur taic ri luchd-ealain le margaidheachd agus leasachadh luchd-èisteachd airson an turais aca a Ghallaibh**
* **Ag obair còmhla ri luchd-brosnachaidh eile gus taic a thoirt do thùradh air a’ Ghàidhealtachd**

Marketing:

* Supporting the LAC Marketing Manager to produce copy in Gaelic, for print and online
* Liase with the LAC Marketing Manager to ensure integrated working between artistic and communications and box office

**Margaidheachd:**

* **A’ cur taic ri Manaidsear Margaidheachd IEL gus lethbhreacan a chruthachadh anns a’ Ghàidhlig, ann an cruth fiosaigeach agus air loidhne.**
* **A’ dèanamh conaltradh le Manaidsear Margaidheachd IEL gus a bhith cinnteach gum bi na sgiobaidhean ealain, conaltraidh agus oifis na tiogaidean ag obair gu dlùth ri chèile**

Admin and Budget:

* Liase with artists on all details of their visit to LAC e.g. technical specifications, dietary requirements, arrival time etc
* Manage a dedicated programming budget and work with Co-Directors to support budgeting across the LAC programme ensuring we are always meeting and exceeding financial targets
* Negotiate financial deals with bands/artists
* Complete booking confirmation forms to be passed on to LAC General Manager for contracting

**Rianachd agus Buidseat**

* **Dèanaibh conaltradh leis a h-uile neach-ealain air gach pàirt den turas aca gu IEL, m.e. feumalachdan teicnigeach, feumalachdan-bìdh, àm ruigsinn msaa.**
* **Stiùirichibh buidseat prògrammaidh fa leth, agus obraich còmhla ri co-stiùirichean gus taic a thoirt do bhuidseadadh air feadh a’ phrògraim IEL a’ dèanamh cinnteach gum bi sinn an-còmhnaidh a’ ruigsinn agus a’ dol thairis air targaidean ionmhasail.**
* **Rèitichibh aontaichean ionmhasail le còmhlan-ciùil/luchd-ciùil**
* **Lìonaibh foirmeachan-bucaigidh, gan cur iad gu àrd-mhanaidsear IEL airson cùmhnantan a chruthachadh**

General

* Always act in accordance with LAC’s policies and procedures including Equalities (including diversity, access, equal opportunities) and Environmental policies.
* Actively keep up to date with the artistic programme
* Contribute to some of the wider policies and objectives of LAC aims and objectives e.g. green initiatives, strategic ideas etc
* Attend monthly all team meetings
* Any other duties as reasonably required

**Coitcheann**

* **Leanaibh na poileasaidhean agus na modhan-obrach aig LAC fad na h-ùine, a’ gabhail a-steach Co-ionnannachd (a’ gabhail a-steach iomadachd, inntrigeadh, co-ionnannachd chothroman) agus poileasaidhean àrainneachdail.**
* **Cuiribh eòlas gu gnìomhach air a’ phrògram-ealain**
* **Cuiribh ri cuid de na poileasaidhean agus amasan nas fharsainge aig LAC m.e. iomairtean àrainneachdail, beachd-smaointean ro-innleachdach**
* **Frithealaichaibh gach coinneamh mhìosail**
* **Dleastanas sam bith eile a tha deatamach - ma tha feum air**

**Person Specification**

Required

* Gaelic speaker
* Under 26 years
* Demonstrated interest in Gaelic, folk, trad music, arts and culture
* Highlands based/connected
* Excellent communication and presentation skills
* Computer literate
* High level of attention to detail
* A good team-player with the ability to work independently and on own initiative

Desirable

* Experience working in the cultural / arts / heritage sector
* Experience of contracting
* Experience working in music industry in Scotland

**Sònrachadh Pearsa**

**Feartan Riatanach**

* **Neach-labhairt Gàidhlig**
* **Fo 26 bliadhna a dh’aois**
* **Ùidh dhearbhte ann an Gàidhlig, ceòl tradaiseanta agus folk, ealain agus cultar**
* **Air a stèidheachadh neo le ceanglaichean air a’ Ghàidhealtachd**
* **Sgìlean conaltraidh agus taisbeanaidh aig àrd-ìre**
* **Comasach air choimpiutairean**
* **Modh-obraich mionaideach**
* **Math air a bhith ag obair ann an sgiobaidhean, le comas a bhith ag obair gu neo-eisimeileach agus air a cheann fhèin**

**Feartan air an sireadh**

* **Eòlas-obrach ann an roinn a’ chultair/nan ealan/an dualchais**
* **Eòlas-obrach ann an cruthachadh nan cùmhnantan**
* **Eòlas-obrach ann an gnìomhachas a’ chiùil ann an Alba**

**Terms & Conditions**

**Based at:** This role can be based remotely but regular visits to Lyth Arts Centre will be required (accommodation provided). There is also the opportunity to hot-desk at the Fèis Rois office in Dingwall

**Contract:** 30 days from January 2019 until end of December 2019 (to be self-managed). Extending the contract may be possible depending on funding

**Fee:** 30 days @ £100 per day. This is a self-employed position you are responsible for all you own tax and NI

payments. There are no statutory entitlements in the scope of this contract (e.g. holiday pay/sickness pay etc.)

**Working hours:** Flexible from 9am to 6pm, Monday – Friday. Some evening and weekend work will be required

**Teirmichean agus Cumhaichean**

**Àite-obrach: Faodar an obair seo a dhèanamh air astar, ach tha feum air tadhalan cunbhalach air Ionad-Ealain Lyth (àite-fuirich air a sholar). A bharrachd air seo, tha cothrom a bhith ag obair anns an oifis aig Fèis Rois ann an Inbhir Pheofharain**

**Cùmhnant: 30 làithean-obrach a’ tòiseachadh anns an Fhaoilleach 2019 gu deireadh na Dùbhlachd 2019 (a rèir a’ chlàir-ama agad fhèin). ’S dòcha gum bi e comasach an cùmhnant a shìneadh, a-rèir a’ mhaoineachaidh a tha ann an ath bhliadhna.**

**Tuarastal: 30 làithean-obrach aig £100 gach latha. Bidh sibh ag obair air ur ceann fhèin, agus ’s ann ortsa a bhios an t-uallach airson a bhith a’ pàighean chìsean agus Àrachas Nàiseanta. Cha eil riatanasan reachdail fa chomhair rèis a’ chùmhnaint seo (m.e. pàigheadh airson làithean-saora; pàigheadh tinneis msaa.)**

**Uairean-obrach: Sùbailte bho 9m gu 6f, bho Dhiluain gu Dihaoine. Bho àm gu àm, bidh e deatamach a bhith ag obair san fheasgar**

**Application**

To apply please send a CV and cover letter detailing how you meet the person specification and why you are interested in the position and working at LAC.

Please send completed applications by email to: Charlotte Mountford, Co-Director, [charlotte@lytharts.org.uk](mailto:charlotte@lytharts.org.uk)

**Application Deadline:** Monday 11th February, 5pm

**Shortlisting & Invitation to interview:** Wednesday 13th February

**Interviews: w/c 18 February** (Inverness and/or Caithness)

**Start:** w/c 4 March (run 10 month contract until end December/early Jan)

**Iarrtasan**

**Airson tagradh a dhèanamh, cuiribh thugainn cunntas-beatha agus litir-còmhdachaidh a’ mìnicheadh - a-rèir an t-sònrachaidh-pearsa - carson a tha sibh nur tagraiche freagarrach, agus carson a tha ùidh agad ann a bhith ag obair aig IEL.**

**Cuiribh iarrtasan coileanta tro phost-dealain gu: Charlotte Mountford, Co-stiùiriche IEL,** [**charlotte@lytharts.org.uk**](mailto:charlotte@lytharts.org.uk)

**Ceann-latha airson iarrtasan: Diluain 11mh den Ghearran, 5f.**

**Geàrr-liosta agus Cuireadh do dh’agallamh: Diciadain an 12mh den Ghearran**

**Agallamhan: Seachdain a’ tòiseachadh air an 18mh den Ghearran (Inbhir Nis air neo Gallaibh)**

**Latha-tòisichidh: Seachdain a’ tòiseachadh air an 4mh den Mhàrt (cùmhnant airson 10 mìosan gu deireadh na Dùbhlachd/tràth san Fhaoilleach).**