

Job Profile: Gaelic Arts Education Coordinator (Part Time, 3 days / week)

Salary - £22,850 per annum (pro rata)

Job Purpose: To lead and coordinate a Gaelic Arts Education Programme across the Western Isles, working in close partnership with a wide range of third sector organisations.

SPECIFIC DUTIES (Reporting directly to An Lanntair's Head of Education and Outreach.)

Management, coordination, design and delivery of a Gaelic Arts Education Programme across the Western Isles.

Working in partnership with a wide range of third sector partners across the Western Isles to design and deliver the Gaelic Arts Education Programme.

Liaising and reporting to the Comhairle nan Eilean Siar on a regular basis.

Continuously reviewing and collating research and evidence to support the design and delivery of the Gaelic Arts Education Programme.

Organising, supporting and facilitating a Gaelic Arts Education Delivery Group, involving all key delivery partners.

Working with the Comhairle nan Eilean Siar's Education Department to act as the key liaison point for all schools on the Gaelic Arts in Education Programme.

Identifying opportunities for strategic partnerships locally, nationally and internationally.

Coordinating the development of future opportunities and funding bids for growth.

Monitoring and managing the programmes budget.

Coordinating and delivering all monitoring and evaluation of the programme.

Ensuring that all aspects of work meet the criteria of the An Lanntair Equal Opportunities Policy.

Ensuring that all duties or responsibilities are performed in a safe manner so that no risk to health or safety arises to yourself, any other employee or member of the public and ensure that all aspects of your work meet the criteria of the An Lanntair Health and Safety Policy.

Ensuring the implementation of statutory Child Protection and Protection of Vulnerable Adults guidelines

Undertaking other such other duties as required

ESSENTIAL CRITERIA

Education/Experience

- Fluent in both written and spoken Gaelic.
- A degree or equivalent qualification in an arts-based discipline, or arts education/teaching or similar.
- A successful career and employment record, ideally in an arts education capacity.
- Experienced at devising, managing and evaluating arts education projects with schools.
- Experienced at budgeting and budgetary control.
- Experience of fundraising.
- Experienced as an art workshop leader.

Knowledge

- A detailed understanding of the Gaelic arts sector.
- An in depth knowledge and understanding of Gaelic language, heritage and culture.
- Awareness of best practice in arts education and outreach.
- An understanding of equality and inclusion issues.
- An understanding of child protection and health and safety issues in relation to participative arts activity.

Skills/Abilities

- Able to devise, and produce artworks and/or productions for exhibition and/or performance to a high standard.
- Excellent organisational, planning and time management skills.
- High-level communication skills, oral, written and presentational which are adaptable to working with a wide range of people including both children and adults.
- IT literate.
- Ability to work well with internal and external colleagues collaboratively and in a team-orientated way.
- Ability to work on own initiative and be a self-starter
- Ability to motivate and lead others.

Other

- Enthusiastic about the Gaelic arts and the value of access to the Gaelic arts education for young people.