



## **Vision**

Synergy believes that theatre can be transformative, change perceptions, and open up new possibilities towards a more positive future. We live in a world where some of the most disadvantaged are over-represented in the criminal justice system and are more likely to suffer social exclusion. Our vision is to work through theatre towards a fairer world where those within or at risk of entering the criminal justice system can discover alternate pathways and become an integral and meaningful part of society.

## **Mission**

Synergy seeks to create a ground-breaking, interrelated programme of artistic work which harnesses the energy, instincts, and life experiences of those we work with – prisoners, ex-prisoners, young offenders, and young people at risk of offending – gives them a voice and, in doing so, their dignity back. We want to inspire change by capturing the imagination and affecting the feelings, behaviours and attitudes of participants and public, whilst doing our part to influence the arts and criminal justice sectors towards systemic change.

## **Our work**

Our work provides practical opportunities which develop beneficiaries' skills, capabilities and resilience, builds a bridge from prison to social reintegration, provides vital support to rehabilitation, and seeks to prevent young people from entering the criminal justice system. We do this through:

- Producing high quality theatre and film for prisons, mainstream theatres and schools, that uniquely bring together professional artists with prisoners and ex-prisoners to create and perform urgent and authentic work, representing unheard voices on the stage;
- Offering theatre-based training for prisoners and ex-prisoners through Synergy Studio, with its focus on creative development, progression routes, and pathways into education, training and employment;
- Challenging mindsets, unlocking creative potential and offering alternative pathways for young people at risk of offending through our Young People's Programme of projects and productions that utilise the life experience of trained ex-prisoner facilitators;
- Engaging the public through performances, debates, access to prisons, and a chance to hear directly the stories of those involved in the criminal justice system;
- Providing role-play training through Synergy Services, which contributes to professional development for criminal justice sector staff and offers ex-prisoners paid employment, a platform to share their experiences and the opportunity to influence systemic change;
- Working to promote the impact of the arts within the rehabilitation and desistance agendas, seeking to influence approaches, to share expertise, and to effect institutional change, and working with mainstream cultural institutions and artists to connect them to new experiences and lives.

Synergy has an excellent reputation and works with many long-term partners including the Royal Court, Young Vic and Soho Theatres, numerous prisons and schools, youth offending teams and pupil referral units across London. The company's last five mainstream productions have played to capacity audiences and received 4- and 5-star reviews across the national press with two productions for young people receiving the Brian Way and Writers' Guild Awards. The announcement of the winners of 'The Stage 100' 2021 Award in January included Synergy under 'Serving the community', acknowledging and celebrating our commitment to ensuring provision and sustained engagement for beneficiaries during the pandemic. We received a commendation at the Howard League for Penal Reform's Community Awards 2021 under the 'Policing and children' category for our online one-to-one intervention work with young people. We were also shortlisted recently for the CJA Awards 2021 for our Lockdown Dramas national prison scriptwriting competition, as was our New Writing Manager for the Kenneth Tynan Award.

Synergy is seeking a dynamic individual to provide maternity cover for our Learning and Engagement Manager (Young People) to build on the success of the programme to date and help realise its future ambitions.

While a new company website is near completion, please visit our existing one for further information about our work: [www.synergytheatreproject.co.uk](http://www.synergytheatreproject.co.uk)

## **JOB DESCRIPTION**

**JOB TITLE:** Learning & Engagement Manager (Young People): Maternity Cover

**REPORTS TO:** Artistic Director

**RESPONSIBLE FOR:** Freelance theatre practitioners and ex-prisoner facilitators

Synergy Theatre Project is an arts and criminal justice charity whose vision is to work through theatre towards a fairer world where those within or at risk of entering the criminal justice system can discover alternate pathways and become an integral and meaningful part of society. Over the 21 years since the company was first formed, we have developed a ground-breaking, interrelated programme of artistic work that seeks to build a bridge from prison to social reintegration, prevent young people from entering the criminal justice system, and inspire change by capturing the imagination and affecting the feelings, behaviours and attitudes of participants and public. We also seek to do our part to influence systemic change. Our overall aim is to support desistance from crime.

### **JOB PURPOSE SUMMARY**

The Learning and Engagement Manager will lead Synergy's Young People's Programme for schools, Youth Offending Teams (YOTs), Pupil Referral Units (PRUs), Young Offenders Institutes (YOIs) and youth organisations in order to maintain existing activity and develop on going provision for the future.

### **JOB RESPONSIBILITIES/MAIN DUTIES**

- Deliver key activities that fulfil Synergy's strategic objectives around learning and engagement for young people
- Provide opportunities for young people to participate in high-quality theatre and film productions and projects
- Develop and manage touring productions, projects, participatory workshops and courses for Synergy's Young People's Programme
- Contribute to the commissioning process for new plays for young people in collaboration with the Artistic Director and New Writing Manager
- Devise a range of in-depth bespoke projects with the Artistic Director for schools, for excluded young people and young people in the criminal justice system
- Research and develop further creative opportunities and progression routes for young people beyond Synergy
- Recruit and manage freelance theatre practitioners and educators
- Recruit and support a team of ex-prisoners as workshop facilitators
- Liaise with General Manager on marketing and press for touring productions and projects
- Liaise between all key stakeholder in projects (i.e. venues, ex-prisoners, contractors, etc) to ensure the smooth running of the young people's programme
- Maintain existing partnerships (eg with schools and colleges, PRUs, YOTs) as well as develop new relationships to support and extend the reach and delivery of the programme
- Develop education resources
- Ensure that the company's child protection policy and procedure is implemented and updated, as necessary, and manage DBS checks of contracted teams
- Monitor projects and collate information to produce evaluation reports
- Liaise with and report to project funders and partners
- Manage project budgets set by the company and comply with Synergy's financial procedures
- Represent Synergy within local, regional and national arts education and youth justice sectors
- Undertake any other duties as may reasonably be required

## MANAGEMENT RESPONSIBILITIES

- Establish and promote good internal relationships within your department and the head office, ensuring that we treat our colleagues, participants and contractors with care and consideration.
- Meet financial targets including profit and expenditure.
- You are responsible for the performance of your team (both employees and contractors or freelancers) and as such you will;
  - Ensure that you are aware of and adhere to the company's rules and procedures
  - Undertake the continuous process of training and developing team members. This includes in your role the completion of performance appraisals, succession planning and communication meetings.
  - Issue your team members with personal objectives to include challenging yet achievable targets in line with Synergy's wider objectives.
  - Take responsibility for the recruitment of your team including devising job descriptions, interviewing and communicating with trustees.
  - Oversee short-term workers on creative projects.
  - Carry out the administration required to pay your team accurately and on time. You should ensure you are fully trained in the necessary procedures to enable you to complete these tasks and adhere to the timelines and rules governing this area.

## PERSON SPECIFICATION

### SKILLS AND ATTRIBUTES

#### *Essential*

- Proven track record of devising and managing a range of successful creative learning projects (ideally 5+ years)
- Strong interest in and understanding of the role of theatre in learning and the community and/or arts in the criminal justice system
- Good knowledge of the formal and informal education, youth and criminal justice sectors
- Highly organised and self-motivated with excellent project management skills
- Excellent communication skills, both written and oral, and ability to build relationships with a range of partners
- Ability to manage client groups with tact and skill

#### *Desirable*

- Understanding of current legislation regarding protection of children, young people and vulnerable adults involved in arts activities
- Arts Award adviser

### Terms of employment

- Contract: Fixed term: Minimum of 9 months to a year commencing April 2022. Subject to a three-month probationary period
- Location: London office (with future blended working option). Currently home-based
- Salary: £31,000-£33,000 (pro rata) dependent on experience
- Annual leave: 25 days plus Bank Holidays (pro rata)
- Hours: Part-time (3 days a week)
- The post will be offered subject to a satisfactory Enhanced DBS Disclosure

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**Application procedure:** Please **download the application form from Synergy's website** along with the equality and diversity form which will be separated from your application and kept anonymised.

Please email your CV and application to: **info@synergytheatreproject.co.uk** with 'Learning & Engagement Manager (Maternity Cover) application' in the subject line.

**Closing date for applications:** 12pm (midday) on Monday 21 February 2022

**Online first interviews will be held:** Week commencing 28 February 2022

*Synergy Theatre Project is an equal opportunities employer. We welcome applications from all groups, especially those underrepresented in the arts, and actively encourage those from diverse backgrounds to apply.*