

# Youth Programme Manager: Application Pack

## Background

### About Mimbre

Mimbre are a female-led producing company, creating delicate, breathtaking and highly-skilled acrobatic theatre for outdoor and unusual settings, touring nationally and internationally, with a strong digital presence. We collaborate across the Creative Industries, as consultants and creators. We run a vibrant local youth programme and an Artist Development Programme for physical performers.

We use circus and movement innovatively as a physical language to illuminate human connections. We pull down barriers to reach beyond social, financial, and cultural boundaries and facilitate everyone's place within the arts. In all our work we aim to challenge gender stereotypes and promote a positive, diverse, and inclusive image of cis and trans women as well as non-binary people.

A collaborative approach permeates all aspects of our work, from our company structure to our relationship with our performers, audiences and participants. Working with a wide variety of artists, technical innovators and educators, across art forms and borders, allows us to continuously enhance our artistic vocabulary and create bold, challenging and highly skilled work.

### Mimbre Youth Programme

Our youth programme, Mimbre Youth, is rooted in the communities of our local borough of Hackney. It includes classes, community days, performance projects and progress routes. It is a place where young people can express themselves creatively, gain confidence and work as a team. Mimbre Youth focuses on access, inclusion and excellence, and pulls down barriers to enable every child to thrive, regardless of means or abilities.

Our classes take place at Milton Garden Community Hall in Hackney in collaboration with Milton Gardens Tenant and Resident Association. The programme currently consists of streetdance and acrobatic classes for 6 to 8-year olds, 8 to 10-year-olds and 10 to 16-year-olds taking place on Tuesdays between 4 and 7.15pm.

Through our programme, we offer young people opportunities to perform either in an informal setting during end-of term sharings, or by joining us on bigger productions, often in collaboration with established venues. Past collaborations have included partners like City of London Festival, Roundhouse, Sadler's Wells, National Theatre & Hackney Empire. Our connection to professional artists' networks encourages and inspires young people and their families who may see circus, dance and performance as viable career choices (or future hobbies)

### Our youth team:

- Lina Johansson is one of Mimbres Joint Artistic Directors and currently leads on the programme. She is especially interested in the intersection between inclusion and excellence.
- Silvia Fratelli is the other Joint Artistic Director and also teaches on the programme. Her specialism is acrobatic skill.
- Natasha Khamjani is a long-term freelancer and teaches streetdance. Outside of her work with Mimbres, Natasha is a versatile choreographer and mass movement director, and runs her own high-energy company Folkdance Remixed.

## Job Description

<b>Post</b>	<b>Youth Programme Manager</b>
<b>Hours</b>	1 day per week (7.5 hours), to include Tuesday late afternoons during term time. Workload is likely to be heavier at the beginning and end of the autumn, spring and summer terms – therefore the postholder will be expected to work additional hours during those periods, typically repaid as Time Off In Lieu or as overtime where this is not possible. Some evening and weekend work will be necessary. In return Mimbres will be as flexible as possible to support the postholders other commitments such as caring responsibilities.
<b>Contract</b>	Initially a one-year fixed term from September 2025. <i>There is scope for both the weekly hours and duration of this contract to be extended, depending on funding.</i>
<b>Salary</b>	£32,000 – 35,000 pro rata
<b>Reporting to</b>	Artistic Directors and Executive Director
<b>Line Management</b>	Freelance teachers and assistants
<b>Location</b>	MYP classes: Milton Garden Community Hall, Shakspeare Walk, London N16 8TL Administrative work: Mimbres's office (Energy Centre, Bowling Green Walk, N1 6AL.
<b>Period of notice</b>	1 month in probation period, 2 months following end of probation
<b>Probation period</b>	6 months
<b>Annual leave entitlement</b>	33 days per year pro rata The postholder will be expected to take their holiday during school holidays
<b>Benefits</b>	On completion of probation: pension scheme, childcare vouchers, cycle to work scheme

## **Overview**

Mimbre is seeking someone with a strong interest in high quality participatory work and experienced in community and/or youth arts to take over the running of our youth programme. The ideal post-holder would be able to manage the administration of the classes and extra-curricular activities, help to develop the programme's future potential, and would be able to assist in the facilitation of the classes themselves. They will share Mimbre's vision of an accessible but ambitious youth programme which enables every child to thrive. Mimbre work as a close team and we will be able to offer support and training with the role – in return we're hoping to find someone we can also learn from.

## **Principle responsibilities**

### **Administration**

- Manage programme sign-ups and weekly registers
- Organise hall hire with local TRA
- Manage teaching schedules (support can be given with contracts if necessary)
- Organise (with support) the creation and production of posters, flyers and other advertising and distribute these both in person and online

### **Delivery of programme**

- Assist the teachers to manage the running of the classes – this could include activities such as running ice-breakers, games and teaching general performance skills
- Be the lead contact for youth programme families
- Run trips and excursions
- Support the evaluation of the programme via written and verbal feedback
- Act as Mimbre's Designated Safeguarding Officer (training will be given)

### **Strategic**

- Make connections with local partners such as theatres, community groups and so on
- Generate ideas for new partnerships and projects such as holiday projects
- Support Mimbre's youth programme fundraising

### **Other**

- Uphold Mimbre values and company policies on equality, anti-bullying, data protection and so on.
- All staff have a responsibility to safeguard and promote the welfare of children.
- Undertake any other duties as required

# Person Specification

## Essential skills, knowledge and experience

- Experience of working with arts or performance projects in community or youth settings
- Administrative experience including working with Word, Excel and Google Docs, and the ability to organise data clearly
- Training or experience in facilitation skills with children, such as ice-breakers, games and performance skills, ideally in a physical artform (NB circus and/or streetdance experience are not essential)
- Excellent communication skills and the ability to communicate well with people from a variety of backgrounds (including those who do not have English as a first language)

## Desirable skills, knowledge and experience

- Fundraising experience
- Safeguarding experience and training
- Basic graphic design skills in Canva or similar platforms
- Social Media skills
- Project Management skills

We especially welcome applications from Hackney residents and from people representative of our participants, for example: those from the Global Majority, with mixed heritage; people from low-income families or who identify as working class. Mimbres is a female-led company but this role is open to anyone from any gender.

# Application Details

## Timeline

Applications close at 10am on Tuesday 26<sup>th</sup> August.

Interviews will be held on Friday 29<sup>th</sup> August and Tuesday 2<sup>nd</sup> September – please mention in your covering letter if you are unavailable for either or both of those days.

We expect the successful candidate to begin the role w/c 8<sup>th</sup> September ahead of our autumn term beginning – the induction process will include full support for at least the autumn term from our experienced team.

## Application Process

To apply please send a covering letter explaining why you are interested in the role, what you would bring to Mimbres Youth and highlighting your relevant experience, along with your CV by 10am on Tuesday 26<sup>th</sup> August 2025 to Lissy Lovett, Executive Director, at [info@mimbres.co.uk](mailto:info@mimbres.co.uk).

Please let us know if you require the information about the role in any other format.

Please feel free to contact us if you have any questions or if you would just like to discuss the post in more detail before applying. You can contact Lissy on [lissy@mimbres.co.uk](mailto:lissy@mimbres.co.uk) and/or Lina Johansson on [lina@mimbres.co.uk](mailto:lina@mimbres.co.uk).

We're looking forward to receiving your application!