

**Associate Artist (0.4 FTE)  
JOB DESCRIPTION**

Application deadline:  
**12pm noon Thursday 12 March 2026**

<b>Job Title</b>	<b>Associate Artist</b> (1 position available)
<b>Hours of Work</b>	0.4 FTE (14 hours/2 days per week) <u>or</u> flexible hours/days equivalent 92 days.
<b>Salary</b>	£33,000 per annum pro rata (£13,200 actual basic pay)
<b>Contract Length</b>	1 year at 0.4 FTE (2 days per week) or equivalent.
<b>Purpose of the role</b>	<p>To develop a creative idea or project that prioritises access for people who face barriers to the arts (as audiences, participants and/or collaborators).</p> <p>The project can be either a:</p> <ul style="list-style-type: none"><li>• A participative project</li><li>• A performance project or both</li></ul>
<b>Budget</b>	Once in post, you will work with the Producer to develop a budget of up to £15,000 towards your idea/project.
<b>Supported by</b>	Producer
<b>Responsible for</b>	Collaborators and participants
<b>Location</b>	TBC.
<b>Status</b>	Employed fixed term contract (or freelance equivalent).

<b>Start date</b>	Ideally April 2026 but can be discussed.
<b>Holiday entitlement</b>	12 days per annum (30 days pro rata).
<b>Probationary period</b>	2 months
<b>Notice period</b>	1 month
<b>Pension</b>	The company makes a 4% contribution into the company's pension plan on condition that the employee makes a minimum contribution of 4%. Or cash equivalent.

Since 2021, IAP has been working to offer meaningful paid opportunities for artists to be artists with the same salary and benefits as managers in the arts.

This part-time role can be 2 days a week if that fits your life and practice, or it can be a contract for 92 days of planning, reading, research, seeing work, dreaming and developing new ideas. In short, we aim to offer time to develop your ideas at a slower, more accessible pace.

If you have particular access requirements and are unsure if this would be the right role for you, please ask because we're open to being flexible with working arrangements (job share, reduced hours, remote working, etc). If you are interested in applying but unsure if you fit the bill, please email [jobs@independentartsprojects.com](mailto:jobs@independentartsprojects.com) with any questions or to arrange a conversation.

**Independent Arts Projects (IAP)** works with some of Scotland's most talented and innovative artists and

performance makers to develop, produce and tour a programme of productions, arts projects, events and opportunities for people across Scotland and beyond. IAP projects often explore themes of identity and aim to make space for people to be themselves and see themselves.

IAP supports artists to be artists. To lead creative work, to develop meaningful relationships, artworks and experiences with communities of place, practice and identity.

IAP has produced 12 new theatrical works in the 6 years since it's been trading. IAP productions have received four and five-star reviews from national media, sold out shows, and been nominated for awards.

In six years, IAP has come to specialise in facilitating socially engaged arts projects with access and care at their core, developing at least 10 participatory projects over the last 4 years. Our work and practice have been included in case studies, and shared as examples of good practice, and been presented in 24 local authority areas across Scotland.

### **Vision:**

- IAP contributes to a vibrant community of artists and arts workers who make creative encounters for and with people across Edinburgh, Scotland and beyond.
- Successful work is accessible, fun, meaningful, or transformative. It can be for people to experience passively as audience or actively as co-creators.

- Our artists, audiences and participants are diverse and representative of people of different ages, from different backgrounds, cultures and experiences.

## **Values**

- Access & inclusion - everyone has a right to creativity.
- Becoming anti-ableist & becoming anti-racist - we work towards change.
- Experimentation - making space for creative risk taking.
- Sustainability (environmental, human, & financial).
- Wellbeing & care for people is at the heart of all we do.
- Trust & respect for everybody we work with.

## **Aims**

1. Produce an exciting & experiential programme of arts projects for audiences and participants
2. Develop new pathways for leadership in Scotland's arts sector
3. Develop our audiences, partnerships, profile and impact
4. Build our core team and overall capacity to match the company's vision
5. Develop our human, financial and climate sustainability

## **Purpose of the role**

The purpose of this role is to provide dedicated time and resource to an artist so that they can have paid time to research, develop and deliver a project in collaboration with Independent Arts Projects and as part of IAP's programme of work for 2026-27.

The role is intended to offer part-time support equivalent to 92 working days over the course of a year. Working days can be scheduled in a way that makes most sense for the artist and their chosen project. The aim is to support the artist's creative practice, not get in the way of it.

## **Duties and Responsibilities**

- To research and develop a creative project. This could be (1) a participative project, or (2) a performance project. The project may be new or pre-existing.
- To agree a professional development plan – identifying training needs or visits to festivals, conferences and network meetings as appropriate.
- To develop a plan and budget (of up to £15,000) for your creative project in collaboration with IAP's Producer.
- To act as lead artist on your project, and work in collaboration with the IAP staff team and collaborators as agreed.
- Document the project according to the needs of IAP and Creative Scotland
- Input into monitoring and evaluation

## Person Specification

Skills, Attributes and Experience	Essential	Desirable
At least three years' experience of leading on or developing high quality, creative work	✓	
Interest in and knowledge of accessible and inclusive arts practices	✓	
Ability to work alone as well as collaborate with and lead a creative team	✓	
Ability to manage relationships and ensure effective communications are always maintained	✓	
Commitment to promoting & embedding equity, diversity, inclusion, belonging, and justice in working practices	✓	
A clear understanding of safeguarding, if working on a participative project		✓
Experience of documentation		✓
Experience of monitoring & evaluation		✓

## Applicants

We encourage applicants from different backgrounds with different experiences, skills and stories to join us and develop our working practice. We actively welcome

candidates with protected characteristics and those who are currently under-represented in the performing arts including; people experiencing barriers due to socio-economic background, people who self-identify as LGBTQIA+, people who self-identify as D/deaf, people who self-identify as disabled or neurodivergent and those returning to work who have caring responsibilities. People who have experienced racism including people who are from African and Caribbean diaspora, Latinx, the East Asian Diaspora, the South East Asian Diaspora, from the South Asian Diaspora, West Asian Diaspora (including Middle East), Indigenous people, bi-racial / mixed heritage or who also self-identify as a Person of Colour or Black, we may use BIPOC+, people from the Global Majority or people who have been racialised to refer to people from these identities.

### Recruitment timeline

Job pack goes live	Week of Monday 9 February
30-minute 1-to-1 Zoom sessions with the Executive Director	<u>At the following times:</u> <u>1-4pm on Wednesday 25 February,</u> <u>12-3pm on Friday 27 February.</u> (click link above to book session)
<b>Deadline for applications</b>	<b>12pm noon, Thursday 12 March</b>
Interviews (online/Edinburgh)	9am – 5pm, Thursday 19 March
All applicants notified of outcome	By Monday 30 March

### About the application process

- We will offer feedback to all applicants that apply.
- Applications will be assessed and scored by the Executive Director and/or Producer, against the person specification and criteria. The highest scoring applicants will be invited for interview.
- Shortlisted applicants will be sent interview questions at least 48 hours in advance of the interview.
- Interviews can take place in person (in Edinburgh) or online via Zoom.
- Interviews will be with Mhari Robinson, Executive Director, and Nina Doherty, Producer. An additional person may join, and applicants invited to interview will be informed of this prior to interview.
- We operate a 'blank slate' assessment process, meaning that each applicant is scored anew at application and then interview stage.
- An offer, subject to positive references will be made following interviews.
- Successful applicants will only be appointed after proving their right to work in the UK.
- We reserve the right not to appoint.

## How to apply

- Please apply by sending:
  - A completed application form
  - a CV (maximum 2 pages A4) and
  - both documents should be in no smaller font size 12 attached by email to [jobs@independentartsprojects.com](mailto:jobs@independentartsprojects.com)
- Please include contact details for 2 referees. We will contact your referees after we make an offer subject to references.
- Alternatively, applicants can send a link to a maximum 10-minute-long video that outlines the above information.
- Please complete our [Equal Opportunities Monitoring form available here](#).

You do not have to complete the Equal Opportunities Monitoring form. However, it is a useful tool for helping us to monitor the effectiveness of our recruitment process. In accordance with the Data Protection Act 1998, the information you have provided will only be used for the purpose of equality monitoring.

**Thank you so much.**

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<https://www.independentartsprojects.com>

