## Arts Council England Join our team

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# Why work here?

### We value skills

Many of us are artists or have worked in arts and culture. But many others aren't – and that's not a problem. We employ passionate and creative people with expertise in lots of different fields, whether that's the arts, finance, digital technology, HR or another area.

### We love that we're all different

We believe that our staff should represent the communities, organisations and individuals that we work with and support. We want people from all walks of life to contribute to our work and share their experience, expertise and passion.

Before the Arts Council I was a Surgical Practitioner for the NHS

> lain, South West Assistant

Everyone working here has hidden talents.

> Clancy, Relationship Manager

> > Photo © Chris Frazer Smith / Duckie The Posh Club / Duckie Celebrating Age 2018

### What works for you works for us

We know that the added extras are important. We offer flexible working to help you balance work and home life - including working from home, compressed or part-time hours, job shares and other arrangements. We also work smartly, with portable technology allowing you to stay connected anywhere and a commitment to less time spent travelling and in meetings.

### We believe in what we do

We all believe that art and culture make life better - whatever role, team or location you work in.

> It's exciting hearing about people's projects and seeing them progress.

> > Christa, Customer Services Assistant

Photo © Paul Blakemore Ballet Central by the Coast by Theatre Orchard

### We value your learning

We believe in developing your skills and talents - and we promise we'll continue to invest in your learning and professional development. This includes covering the cost of qualifications, in-house and external training, conferences, e-learning and more.



There's flexibility to be creative and manage your own time.

and Projects Manager





## About us

#### Arts Council England is the national public development and investment agency for art and culture. Our mission is 'Great art and culture for everyone'.

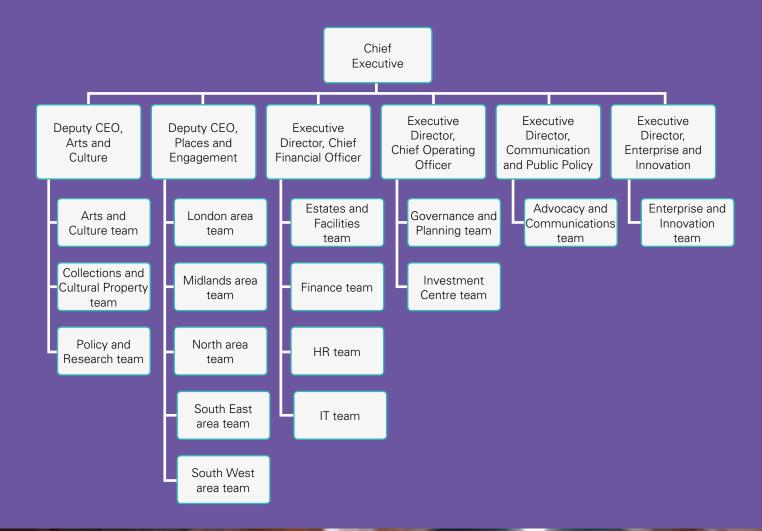
We believe that great art and culture inspires us, brings us together and teaches us about ourselves and the world around us. In short, it makes life better.

We champion, develop and invest in artistic and cultural experiences that enrich people's lives. We support activities across the arts, museums and libraries – from theatre to digital art, reading to dance, music to literature, and crafts to collections. From 2018-22, we will invest £1.45 billion of government funding and an estimated £860 million from the National Lottery to help create arts and cultural experiences for people across the country.

We are a non-departmental public body, operating at arm's length from government.



## **Our structure**





# Diversity

We believe that England's rich and varied cultural identity can and should be reflected through the arts, increasing understanding and enhancing lives.

It's important that our staff reflect the communities we serve – having access to a variety of personalities, skills and outlooks enables us to truly represent England's cultural identity.

Disabled people, those from Black and minority ethnic backgrounds and people under 30 are under-represented in our workforce, so we particularly encourage applications from people in these groups.

### Our commitment to diversity is reflected in our attitude towards our employees:

- We'll respect you as an individual, with fair policies and practices designed to include everyone's perspective and expertise
- We gather the views of all staff through regular in-person sessions with Executive Board members and an annual online survey

- We're a Disability Confident Employer and a member of the Business Disability Forum
- We're a Stonewall Diversity Champion, reflecting our commitment to equality for LGBTQ staff members
- We're a member of Working Forward, an initiative to support pregnant women and parents in the workplace
- We're an Investor in People, showing our commitment to developing all our staff and creating a great place to work.

### We also aim to make our recruitment process as fair as possible:

- We don't ask where you went to school or university, to make sure each person's application is judged on its merits and not on their background
- If you are disabled and your application meets the minimum criteria for the post, we offer you a guaranteed interview



# **Staff benefits**

### We offer many formal and informal benefits to all our staff, including:

**Annual leave:** 25 days, plus bank holidays and an additional three days leave at Christmas. All staff earn one additional leave day per full year of service (up to five days) and we offer a scheme to buy and sell annual leave.

**Confidential support:** Impartial external advice and support on personal, legal, financial and management issues.

**Flexible working:** Where possible we accommodate working from home, compressed or part-time hours, job shares and other arrangements to help you balance work and home life.

**Learning and development:** We invest in the growth and development of all our staff. This includes professional qualifications, internal and external training courses, conferences, e-learning and more.

**Pension scheme and life assurance:** The Arts Council retirement plan is a final salary scheme with contributions on a sliding scale. All staff members are automatically provided with life assurance cover.

**Shopping discounts:** Exclusive savings on high street and online shops, holidays, cinema tickets, gym membership, dining out and more.

**Ticket fund:** Claim money towards the cost of tickets for Arts Council-funded events.



Photo © Sonia Sabri Company / Simon Richardson Sonia Sabri

# Meet the team

### What sort of person works for the Arts Council? In short: all sorts!

Our staff come from all backgrounds – both professional and personal. Some of us have worked in the arts and culture sector, some for other public bodies or government and some in the private sector. Some of us have degrees and some of us don't; some of us are artists or performers and some of us aren't; some of us are culture vultures and some of us aren't.

The only requirements to work here are that you have the skills set out in the job description and a willingness to learn.

"Before the Arts Council I was a Surgical Practitioner for the NHS, but I decided to change careers and do something completely different. I was looking for something more creative and fun."

Iain, South West Assistant

"I've worked in HR for about 15 years across the commercial and private sector, in a variety of industries. The best thing about my role is how interesting and challenging the work is."

#### Alex, HR Partner and Projects Manager

"I had a lot of different jobs before, including some time as a park ranger. I started in office services at the Arts Council, then applied for a role in IT because I'd previously studied web design and had knowledge in that area."

Johan, Application Support Analyst

"I worked on several Arts Council-funded projects, so I understood the experience of the grant process. The Arts Council is full of artists and people from the arts and culture sector, who are really knowledgeable and involved."

Christa, Customer Services Assistant

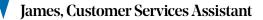
"I worked for the NHS and Blackpool Council, and then a library service. I wanted to play a part in supporting and influencing the library sector."

#### Clancy, Relationship Manager for Libraries

"I started here as an apprentice. Finding an organisation I wanted to work for was more important than the role – the ethos and working atmosphere is great."



Zobair, Head of Procurement





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