



Real Ideas
Organisation

JOB DESCRIPTION

JOB TITLE:	Consultant (Arts and Culture)
LOCATION:	Based in either Plymouth or Cornwall covering the South West
HOURS:	35 hrs per week
SALARY:	From £25,000

About RIO

We're passionate about solving social problems. From breathing new life into old buildings, to supporting young people to develop the skills to succeed in an ever-changing world, RIO innovates to deliver real and lasting social change.

By creating a change ecology – one where we influence policy, shape places, deliver strategic programmes and support and develop people – we can unlock potential and opportunities to create a fairer world; one that works for everyone, not just the privileged few.

- We create and run our own social enterprises and draw on that expertise to support others to be more socially enterprising too
- We support people to develop the skills they need in an ever-changing world
- We help organisations to start up, grow and develop, finding new ways to deliver services and do business
- We empower communities with the skills and confidence to take control of their future and make the best use of their built assets

As a social enterprise ourselves we operate a triple bottom line with a focus on the social and environmental impact of our business and we don't have any shareholders, which means all profits are reinvested back into the work we do.

Job Purpose

RIO has developed a unique approach to transformational change using challenge based learning and social enterprise. As a Consultant (Arts and Culture) you will deliver and, when required, lead activities, contributing to the growth of RIO's social impact and the overall development of the business, with a focus on Arts Award as part of our role as the Arts Council Bridge Organisation for the South West of England. You will work on and at points lead large

scale participatory Arts and Cultural projects ensuring that all CYP achieve an Arts Award accreditation.

Main Duties and responsibilities:

- **Delivering quality services and products and producing great outcomes individually and within project teams**
 - To deliver innovative approaches for transformational change
 - To use skills, knowledge and expertise to help influence strategic development particularly within Social Enterprise.
 - To provide specialist support for schools and cultural organisations through the delivery and coordination of RIO's Arts Award programme
 - To ensure the client receives the assistance, and where appropriate additional specialist support, needed to implement the recommendations/solutions
 - To work confidently with Arts and cultural and school leaders
 - To design deliver and facilitate high quality Arts and cultural activity accredited by the Arts Award

- **To work effectively as part of project teams, applying RIO's approach and values**
 - To provide leadership, project management and consultancy both internally and externally.
 - To run focus groups and facilitate workshops
 - To measure and celebrate impact.

- **To work with Heads of Service in developing leads and opportunities for new work, focusing on exploiting existing relationships**
 - To help develop a customer base leading to business opportunities, sales and innovation in accordance with the RIO principles and ethos.
 - To carry out high quality research in the Arts and Cultural sector for internal and external use

General responsibilities:

- To represent RIO and to understand and talk coherently about RIO service provision in order to influence change.
- To adhere to and uphold RIO's social purpose, strategic aims and policies
- To contribute to a culture of equality and demonstrate a commitment to removing all forms of discrimination as a colleague and service provider
- To act with integrity and maintain the highest professional standards at all times
- To meet individual and collective targets.

- To maintain the level of qualifications/personal and professional development and competence required to carry out this role and notify the company immediately of any circumstance that affects this
- To effectively use all RIO reporting and other systems
- To provide mentoring support to other members of RIO staff
- A flexible approach is required for the role, as additional, reasonable duties commensurate with the role and as agreed in advance with the Commercial Director/Chief Executive may occur from time to time

This job description is not necessarily an exhaustive list of duties but is intended to reflect a range of duties the post-holder will perform. The job description will be reviewed regularly and may be changed in the light of experience and in consultation with the post-holder.

PERSON SPECIFICATION

Let's be honest, it takes a certain type of person to work for RIO. If you're looking for an organisation with clear lines of accountability, hierarchical structure, rigid systems and processes, and traditional approaches to organisational management then this probably isn't for you.

We're interested in finding people who are dedicated, tenacious and who enjoy the challenges of working as part of multi-disciplined team. We don't always see work as something to do between 9-5; a passion for what we do along with a clear focus on outcomes sits behind our approach to working practices. We believe in the value of collaboration, so a friendly and open approach to work is vital; as is the ability and willingness to challenge and be challenged. Change is part of our DNA, so staff must be resilient and able to cope with uncertainty whilst feeling compelled to grow with and within the organisation. If this is you, then read on. If not, thank you for considering us.

We use the following criteria to assess your suitability for the role. Please note that requirements at the application stage represent the minimum requirements for shortlisting purposes.

Qualifications	Level 2 (or equivalent) Maths and English	Application
Behaviours	Adaptability Looking at your ability to adapt to change	Interview
	Culture Fit Do you share our beliefs/values and bring about diversity within RIO?	Interview
	Collaboration Can you collaborate effectively and work well with others?	Interview
	Leadership Can you inspire, motivate and unleash potential in others?	Interview
	Growth Potential Do you have the potential to grow with RIO and can evidence goal setting and motivation?	Interview
	Prioritisation Are you able to decide which task needs to be tackled immediately and which ones can wait – someone who can manage their time and prioritise effectively.	

Experience	<ul style="list-style-type: none"> • Experience of working directly with a wide range of young people • Managing a number of simultaneous programmes and projects • Providing support & advice to stakeholders • Training delivery 	Application
Knowledge	<ul style="list-style-type: none"> • An excellent understanding and working knowledge of schools, curriculum, developing educational policy and the organisations that work with and support schools. • Business development 	Application
Skills	<ul style="list-style-type: none"> • Conceive, manage and drive positive change in schools. • Ability to work to tight deadlines and produce clear outcomes. • Team work, collaboration and co-production. • Work independently with minimal direct supervision • Commitment to excellent customer service • Work flexibly and prioritise tasks • Strong negotiation skills • Motivating and inspiring others • Ability to communicate at variety of levels • Proficient in the use of IT including web-based applications, Microsoft word and excel 	Application
Other	<ul style="list-style-type: none"> • Willingness to travel 	Application