



danceumbrella.co.uk



“Be the change you  
want to see”

Jonzi D  
Dance Umrella Patron

# ARTISTIC DIRECTOR & CHIEF EXECUTIVE

2020  
Application Pack



## ABOUT DANCE UMBRELLA

**Dance Umbrella** is London's international dance festival celebrating 21st century choreography across the capital and beyond. Our mission is to entice audiences, nurture artists, innovate practice, and stimulate interest in the power of the body in motion.

Since 1978, Dance Umbrella (DU) has been bringing outstanding contemporary dance to London, presenting more than 751 artists from 40 countries to over one million people. The first to present Anne Teresa De Keersmaeker, Akram Khan, Michael Clark and many more in the UK; we have commissioned over 85 new works and presented at 136 different venues ranging from Smithfield Market to the British Library, from canal long boats to Alexandra Palace ice rinks, from inner city car park rooftops to outer London parks.

42% of the 2019 festival programme was by artists from an African,

Caribbean or South Asian heritage, and 54% of the programme showcased work by female choreographers.

Alongside our festival, we create year-round creative learning initiatives for all ages, develop new choreographic talent, host thought-provoking debates and discussions, and offer skill sharing opportunities for creative industry professionals in the UK.

Dance Umbrella meets the need for an independent catalyst that can look, think and move differently. One that can shine a new light on the art form, and play on an international stage by seeking out the most creative ideas, partners and locations to create great art that is accessible, local and engaging to audiences.

In April the difficult decision was taken to cancel this year's festival in light of COVID-19 restrictions. We will present our first digital festival, Dance Umbrella Digital, in November 2020.

# ABOUT DANCE UMBRELLA

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## Funding

- Financial overview: 2018/2019 Annual Turnover **£690,351**
- ACE Grant **50%**, Fundraised Income **30%**, Earned Income **20%**
- For a copy of the latest Annual Accounts click [here](#)

## Trustees

Jake Ulrich (Chair), Peter Barker (Treasurer), Vicki Amedume, Rhiannon Bail, Clare Connor, Eva de Blocq van Kuffeler, Zulum Elumogo, Tania Harrison, Alex Mecklenburg, Matthew Parritt, Jacqueline Rose, Manohari Saravanamuttu

## Key Dance Umbrella stats 2019-20

**12,934**

2019 festival  
attendees

**£136,568**

ticket sales generated

**1,911**

creative learning  
activity participants

**18**

creative learning  
programmes & activities

**32**

artists & companies

**7**

artists  
commissioned

**95**

events &  
performances

**21**

venues & locations

**27**

venue &  
producing partners

**15**

London boroughs



# JOB OVERVIEW

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<b>Job title</b>	Artistic Director & Chief Executive
<b>Reports to</b>	Dance Umbrella Board through the Chair
<b>Direct reports</b>	Executive Director, Festival Producer, Creative Learning Producer and Head of Marketing
<b>Working hours</b>	This is a full-time post, assuming five days per week at a minimum of 35 hours per week. Due to the nature of the role and our sector, some evening and weekend work will be required, alongside travel within and outside of the UK. We are open to discussing flexible models of working.
<b>Salary</b>	£55,000 full time
<b>Benefits</b>	28 days holiday (includes bank holidays), plus two weeks annual Christmas closure and company pension scheme
<b>Probation Period</b>	Six months, during which either party may terminate the contract with two weeks' notice. Notice period is three months following the successful completion of the probation period.

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Dance Umbrella is committed to being a truly inclusive organisation - from our Trustees and team members, to our audience and participants. We treat all job applications equally. We particularly encourage applications from individuals who are underrepresented in the cultural sector. Our organisation has a flexible and adaptive environment that allows our small, dedicated team to flourish.

Dance Umbrella is based at Somerset House in Central London. The building and office are fully accessible. Government guidelines for working safely during COVID-19 are followed at all times.



Thank you for your interest in the Artistic Director & Chief Executive role at Dance Umbrella. We are looking for a strong artistic vision to build on the 42-year legacy of Dance Umbrella particularly our reputation for high quality, diverse representation and access in the broadest sense.

You will be passionate and committed about leading the organisation's goal of expanding definitions of contemporary dance.

In spirit with Arts Council England's 10-year strategy for arts and culture, *Let's Create*, you will be committed to building on our work to reach new audiences through developing partnerships with non-dance venues, and delivering performances with our outer London touring network.

Finally, it is critical that the successful candidate can demonstrate the experience, knowledge and partnerships to realise our commitment to actively change the representation of producing and programming dance nationally and internationally.

We hope you will be inspired to be make an application.

**Jake Ulrich**  
Chair, Dance Umbrella



# ABOUT THE ROLE

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The Artistic Director provides clear, inspiring artistic leadership for all of Dance Umbrella's activities.

The Artistic Director acts as Dance Umbrella's Chief Executive and is responsible for ensuring Dance Umbrella's financial and organisational success. You will provide leadership to a small but dynamic and inspiring team and be accountable and responsible for the overall financial resilience of the organisation.

Working in partnership with the Executive Director, you will provide Dance Umbrella with strategic leadership, particularly in the areas of business planning, fundraising and partnerships. You will work closely with the Board of Trustees, Dance Umbrella's public and private funding supporters and our diverse range of partners to realise the organisation's vision.

# JOB DESCRIPTION

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## Artistic

- Hold primary responsibility for the overall artistic direction of Dance Umbrella
- Create and deliver an annual international dance festival, celebrating 21st century choreography across the capital\*
- Engage Dance Umbrella's work with the widest possible audiences
- Develop and maintain strong artistic relationships locally, nationally and internationally
- Oversee the development and implementation of Dance Umbrella's Access programme
- Lead on the successful delivery of already established national and international partnerships in Talent Development including Producer Farm and Big Pulse Dance Alliance, a Creative Europe funded project

## Policy and planning

- Lead on the development and submission of the 2022 National Portfolio application to Arts Council England with a particular focus on maintaining Dance Umbrella's *strong* creative case for diversity rating
- In collaboration with the Executive Director prepare Dance Umbrella's three-year business plan which is reviewed and updated annually, ensuring that Dance Umbrella operates as a successful and sustainable business
- Oversee the rigorous evaluation of Dance Umbrella's work in order to guide future work and development

\* Emma Gladstone will depart in February 2021 with a programming framework in place for the October 2021 Festival. The new Artistic Director is anticipated to take up the role in Spring 2021. A handover period with Emma Gladstone will be available.



# JOB DESCRIPTION

## Management

- Work closely with Dance Umbrella's Board of Directors in leading the company, ensuring that the Board is properly enabled to fulfil its role and responsibilities
- Work with the Executive Director to ensure that Dance Umbrella's plans and programmes are delivered to the highest professional standards and in line with approved policies and procedures
- Lead Dance Umbrella's staff team, with direct line management of the Executive Director, Festival Producer, Creative Learning Producer and Head of Marketing
- Oversee the recruitment, management, appraisal and professional development of Dance Umbrella's staff, placements and volunteers

## Finances

- In collaboration with the Executive Director and Finance Manager develop Dance Umbrella's annual plans and budgets for approval by the Board
- In collaboration with the Executive Director and Finance Manager ensure that expenditure is controlled within approved annual budgets
- In collaboration with Festival Producer and Creative Learning Manager ensure artistic budgets are effectively managed
- Ensure that Dance Umbrella's resources are maximised at all times, and that agreed income targets are met
- Lead Dance Umbrella's liaison with major funders and stakeholders, especially Arts Council England
- Play an active role in raising funds from all sources

## Communications

- Act as the chief spokesperson for Dance Umbrella and seek out advocates and champions, nationally and internationally
- Support the Head of Marketing in the development of the Dance Umbrella brand and the delivery of marketing campaigns
- Support the Head of Marketing and contracted press and media staff in the development of effective relations with the media
- Ensure a high profile for Dance Umbrella within London, nationally and internationally
- Ensure Dance Umbrella has constructive relationships with artists, festivals and organisations in Britain and around the world

Any other responsibilities that may reasonably be required by the Board of Directors





# PERSON SPECIFICATION

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The successful candidate will be an enterprising and experienced artistic leader. As an expert in collaboration and partnership you will have the vision, international outlook and ability to change the UK's dance landscape.

## Essential

- An inspiring and effective leader in UK and international dance
- Understanding of London arts and culture scene and Dance Umbrella's role within it
- Proven professional experience of creating, producing and/or curating imaginative dance programmes and projects in a variety of settings, scale, and for a range of audiences
- Up-to-date comprehensive knowledge of contemporary culture, especially in relation to dance, with wide-ranging international and/or national contacts
- Experience of leading productive relationships with the Arts Council and/or other national government funding bodies
- Proven ability to broker relationships and attract funds
- Excellent and proven ability to advocate for the arts and an artistic vision to diverse constituencies
- Excellent communication and interpersonal skills
- Experience of negotiating and agreeing contracts; developing plans and budgets and overseeing financial and organisational management

## Desirable

- Understanding of the subsidised arts sector
- Professional experience of managing a performing arts organisation, including: developing and implementing business development strategies
- Understanding of marketing and promoting the arts
- Experience of successfully raising funds from public funders, trusts, foundations, businesses and individuals
- Experience of enabling good organisational governance; working with Board members and working with volunteers and placements
- Experience of working on participatory arts projects
- Recruiting and managing staff

# HOW TO APPLY

Please apply in writing telling us, in no more than two pages:

- Why you want to lead Dance Umbrella
- Details of the qualities and experiences you would bring to the role and how that meets the person specification
- Earliest available start date
- The names of two referees (only contacted after seeking permission)

If you would find it more accessible to complete this application in a different format, video applications of up to 5-minutes in length would be welcomed.

Please also include your CV (max. 2 pages), and completed Equal Opportunities form (available to download from our website).

Applications should be emailed to:  
Isabella Hubbard [isabella@danceumbrella.co.uk](mailto:isabella@danceumbrella.co.uk)

Jen McLachlan, previously interim Executive Director at Dance Umbrella, is supporting us on our recruitment. Interested applicants can have a confidential conversation about the advertised role prior to applying and we particularly encourage people who are thinking they could do it, but are not sure, to have that initial conversation.

Please email Jen at [jenmacatwork@gmail.com](mailto:jenmacatwork@gmail.com) to arrange a call.

**Application deadline** 10am, Monday 4 January 2021

**First round interviews** Monday 25 January 2021

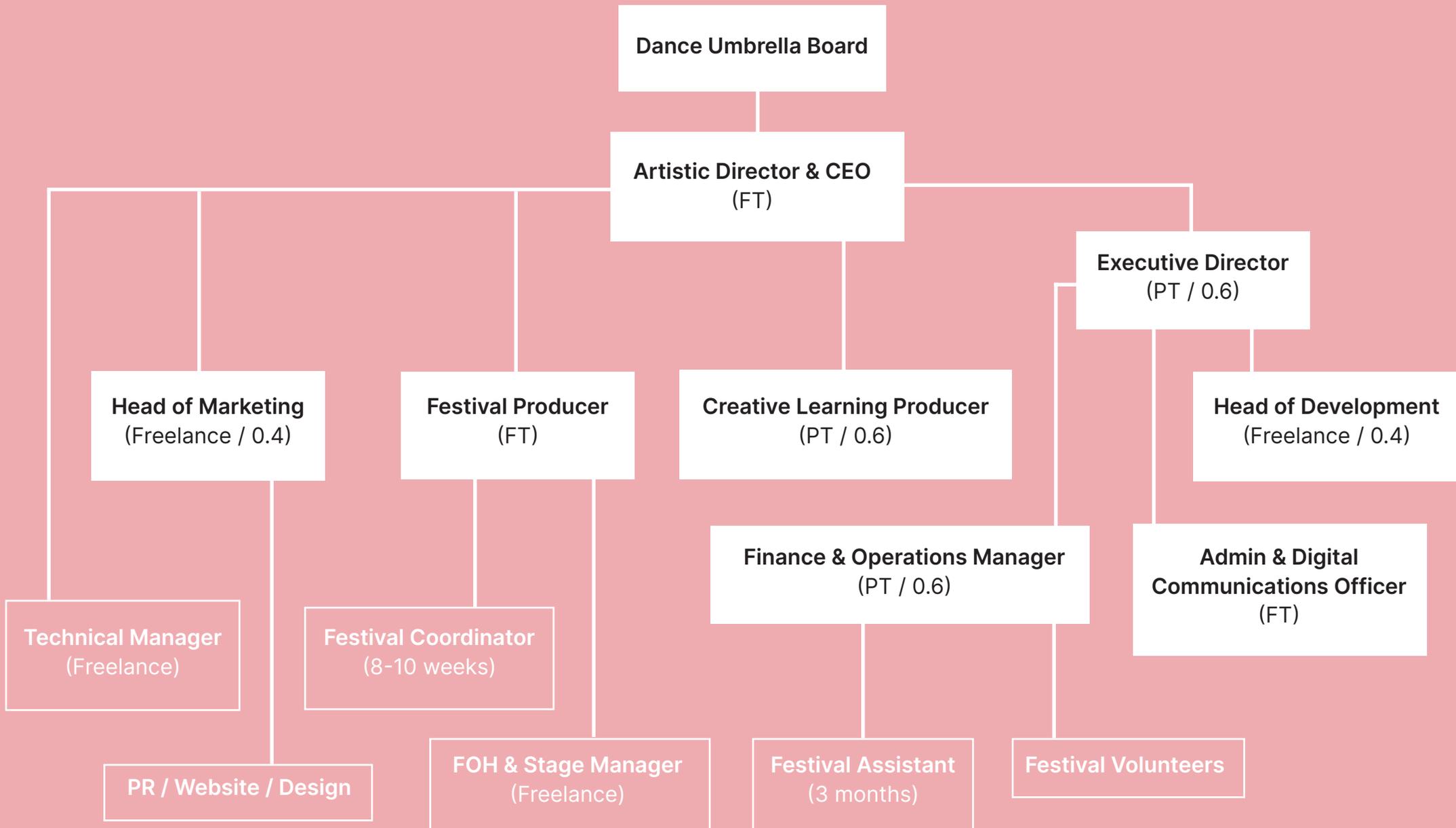
**Second round interviews** Monday 8 February 2021

At present, we anticipate first-round interviews will be held over Zoom. We will discuss access requirements relating to interview questions and format with all shortlisted candidates.



# DANCE UMBRELLA ORGANISATIONAL STRUCTURE 2020

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Front cover: DU19 Jonzi D, *Out of the System: Mixed Bill* | Photo Foteini Christofilopoulou

Page 1: DU19 Oona Doherty, *Hard to Be Soft – A Belfast Prayer* | Photo Teresa Elwes

Page 2: DU19 Amala Dianor, *somewhere in the middle of infinity* | Photo Valérie Frossard

Page 3: DU19 Gisèle Vienne, *Crowd* | Photo Estelle Hanania

Page 4: DU18 Le Patin Libre, *Threshold* | Photo Romain Guilbault

Page 5: DU19 Mythili Prakash, *Here and Now* | Photo Teresa Elwes

Page 6: DU19 Gregory Maqoma & Vuyani Dance Theatre, *Olon* | Photo Teresa Elwes

Page 7: DU16 Jérôme Bel, *Gala* | Photo Foteini Christofilopoulou

Page 8: DU18 Dimitris Papaioannou, *The Great Tamer* | Photo Julian Monmert

Page 9: DU18 Sasha Milavic Davies, *everything that rises must dance* | Photo Teresa Elwes

Back cover: DU19 The Urban Playground Team, *To Fly Before I Fall* | Photo Andy Day