



REVOLUTION

RECRUITMENT PACK

FREELANCE YOUNG PEOPLE'S PRODUCER

About Revoluton

Who We Are

Revoluton is a Luton-based arts organisation. We work with artists and communities – across a range of art forms and disciplines – to produce creative work that promotes positive futures for people and place. We provide support, resource and mentoring to artists and emerging creative practitioners. We facilitate pathways for people to engage with creativity, as professional practitioners, participants and as audience members.

“ We believe the spirit of Luton encapsulates activism, warmth and generosity. The spirit of our work is captured in our name – Revoluton.

This is an exciting time in the development of the organisation. Over the last three years, Revoluton Arts has been on a journey to shape a long-term strategy that will see more people engaging with our work as audiences, creatives and co-designers – in person and via digital means. Our work as a newly established charity is taking us beyond the geographical boundaries of Luton, delivering ambitious creative work in addition to the remit of our primary funded programme, Creative People and Places (CPP).

Our work is deeply rooted in Luton and our creative programme is co-created with communities in Luton and beyond. Building on experience gained through producing work within the Luton CPP, Revoluton Arts is establishing a nascent role as a producer of bold new work. Additionally, we are building ambitious new partnerships at local, national and international levels.

Central to our mission is an ambition to locate Luton in the world. This is in respect of Luton's global relevance and multicultural makeup. It is also about a deep desire to put Luton on the map – to share with the world the many great things that contribute to Luton's cultural vibrancy.

“ Since our inception in 2015, our programme has attracted over 200,000 in-person engagements and over 1.2 million online.

Our Vision, Mission and Values

Our vision is for communities to connect through creativity, locally and globally, uniting to define their positive futures.

Our mission is to unite communities and creatives as the collective catalyst for change. We locate Luton in the world. We do this by connecting the people of Luton with standout creative 'practitioners –locally' and beyond – to create cultural activities that bring positive change to people and places.

Our values are:

Agency (affirming the voice, choice, and power of marginalised communities to bring positive change).

Belonging (celebrating place, and creating a sense of acceptance and freedom).

Connection (uniting people and forming partnerships towards a common purpose).

Creativity (nurturing talent, promoting everyday creativity, and producing creative work made in Luton).

Opportunity (providing and promoting access to arts and creativity for leisure, learning, and livelihood).





About the Role

Revoluton's Young People and Pathways Producer plays a vital role in developing and managing a range of projects that connect local young people with high-quality artists, whether they wish to pursue a creative career or engage in creativity recreationally. They also promote development of pathways through our programmes (and beyond).

With an emphasis on our young people and capacity building programmes, the Producer works to build long-lasting relationships with local organisations, venues, creatives and residents and deliver high-quality and inclusive activities.

The Young People and Pathways Producer will be a skilled project manager, with excellent communication and organisation skills and a demonstrable commitment to community engagement.

Equity, diversity and inclusion are at the heart of everything we do, from programming work with, by and for Lutonians, through to how we budget and build partnerships. We are committed to our organisation reflecting and celebrating Luton's incredible diversity across ethnicity, age, gender, disability and socio-economic background. We therefore especially welcome applications from people with lived experience of the communities that we work with.



Key Responsibilities

To produce key strands of the Revoluton Arts programme, predominantly with young people and Revoluton's creative practitioner networks.

Duties include, but are not limited to:

- Work with the Senior Producer to develop an exciting programme of creative activities aimed at young people and creative practitioners who live, learn, or earn in Luton and that reflect the super-diversity of the town.
- Deliver high-quality and inclusive activities within the young people's programme, which includes:
 - Young Revolutonaries.
 - PLATFORM – a series of events showcasing work by and for local creatives ages 16-30.
 - The Makers Series.
- Deliver high-quality and inclusive activities within the pathways programme, which includes Producer Hub.
- Identify and engage young people and following the Senior Producer's lead, work collaboratively with agencies and organisations to maximise participation in programmed activities.
- Work collaboratively with early-career freelance artists and creative practitioners in a way that supports their well-being and professional development.
- Provide proactive well-being support to programme participants, escalating any concerns.
- Escalate safeguarding concerns and disclosures promptly in line with the Revoluton Arts Safeguarding Policy.
- Work with the Senior Producer to create risk assessments for all projects and events and implement risk mitigation measures throughout delivery.
- Ensure that activities are accessible and inclusive, in accordance with Revoluton Arts' Equality Action Plan.
- Ensure administration processes for all projects are up to date, including prompt and accurate completion of Session Debriefs, Project Details Sheets and Engagement Databases.
- Work with the Senior Producer to ensure that project budgets are managed in line with financial procedures, taking responsibility for delegated budget lines and accurately tracking spend weekly. Gather invoices and share with Senior Producer for sign-off.
- Draft contracts and promptly issue artists and creative practitioners with project handbooks and relevant policy documents.
- Ensure that evaluation processes are implemented across the Young People and Pathways programme.
- Act as the main point of contact for participants and audiences, promptly responding to enquiries as an ambassador for Revoluton Arts.
- Build a strong working relationship with the Marketing Manager, providing timely and accurate information to shape the development of marketing materials.



Photo Credits: Greta Zabulyte

Person Specification

Essential

- Passionate about working to realise the Revoluton Arts mission, vision, and values.
- At least two years' experience of similar roles in the arts, voluntary or grassroots community sectors.
- Experience of successfully engaging young people, especially those who lead complex and challenging lives, in creative or community activities.
- Experience of providing pastoral support to young people.
- Commitment to safeguarding best practice.
- Experience of working with Luton's diverse communities, including understanding the social, economic, and political issues that affect their lives.
- Experience of supporting freelance artists and creative practitioners.
- Strong track record of building relationships with external stakeholders such as artists, venues and partner organisations.
- Excellent organisation and planning skills with proven ability to work flexibly, prioritise and to meet deadlines.
- Ability to manage budgets, including accurately tracking expenditure.

- Willing to contribute to a culture of proactive problem prevention and problem solving.
- Strong administrative skills, including using Microsoft Word and Excel.
- A proven commitment to equity, diversity, and inclusion.
- Open to feedback and committed to continuous professional development.

Desirable

- Experience of working with different art forms.
- Knowledge and understanding of digital work, especially around community engagement and accessibility.
- Level 1 Safeguarding Qualification.

Application Details

Contract Terms: Freelance, fixed term, September 2025 – 19 December 2025 with possibility of extension (funding dependent)

Rate: £180 per day, 3 days per week

Responsible to: Senior Producer

Start date: September 2025

Place of work: This is a freelance role. This is a hybrid contract requiring the freelancer to work on-site on a weekly basis as well as remotely.

Application Information

Deadline for applications: midnight Monday, 1 September 2025

Interviews: will take place on Monday, 8 September 2025

How to Apply:

Please email your application to: hello@revolutonarts.com

To submit an application, please send in an up-to-date CV, with details of two referees, a completed Equal Opportunities Form, and a supporting statement outlining your interest and why your experience makes you an excellent fit for the role.

Revoluton Arts will accept the following formats for the statement, please clearly label your files with your name:

- Written statement that is no more than 2 sides of A4.
- Video submission that is no longer than 5 minutes.
- Spoken audio submission as an MP3 or WAV file, that is no longer than 5 minutes.

Please also complete and return our Equal Opportunities Monitoring Form.

Revoluton Arts is a diverse organisation, committed to equal opportunities and we welcome applications from all sections of the community. If you require any further information, assistance in making an application or this information in an alternative format, please contact hello@revolutonarts.com or 01582 345560.

Please send your application to

hello@revolutonarts.com

REVOLUTON