

Company Manager: Eden Arts - Person Specification

Criteria	Essential	Desirable	Method of Assessment
Qualifications and Education	Educated to degree level or equivalent level of work experience in a directly relevant subject area.		Application
Experience and knowledge	<p>A high level of understanding of and significant experience of working in the culture OR, commercial sector.</p> <p>Up-to-date knowledge of arts and culture policy, strategies, funding regimes, local government agendas.</p> <p>Experience of business and strategic planning.</p> <p>Experience of fundraising and bid writing.</p> <p>Experience of budget/company management.</p> <p>Experience of partnership/stakeholder/funder management.</p> <p>Experience of managing people.</p>	<p>Knowledge and experience of PR and marketing, especially social media.</p> <p>Experience and knowledge of charity accounting and reporting.</p> <p>Experience of working with and supporting artists.</p> <p>Experience of facilitating and servicing a board.</p> <p>Experience of managing organisational change.</p> <p>Experience of Project, Production and/or Event Management.</p>	Application and Interview
Skills	<p>Excellent communication skills</p> <p>Excellent written skills</p> <p>IT savvy</p>		Application and Interview
Attitude	A commitment to taking action to improve the diversity and inclusivity of the organisation.		Interview

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	<p>Demonstrable commitment to the mission and values of the organisation.</p> <p>Creative thinker</p> <p>Open to change</p> <p>Organised</p> <p>Collaborative</p> <p>Enjoys a fast-paced environment.</p> <p>Patience</p>		
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