



**UNIQUE
VOICE**

**USING CREATIVITY TO
EXPLORE, EDUCATE & EMPOWER**

**Creative Lead and
Visual Content Producer
Job Overview**

Maternity Cover

ABOUT US

We are a team of creative and ambitious people who are passionate and experienced in providing creative education with long lasting social impact.

Founded in 2011, we support children and young people (CYP) through the power of creative arts-based mediums, improving their self-esteem, mental health and sense of autonomy. We have developed an impressive 13-year track record of using evidence-based methodologies to improve resilience and well-being, working with 120,000+ CYP since our formation.

As a trauma-informed organisation, all our activities are sensitively designed to avoid triggering reactions and support reparative processes.

We have a core team working at our base in Bristol and a large team of sessional youth and play workers. We work in schools and the community providing high quality and trauma informed projects designed to enable young people to thrive socially and emotionally.

At the heart of everything we do is the mission to enable children and young people from all walks of life to thrive; we use creativity and the arts to do this by using creative practices such as drama, storytelling, poetry, music, art and digital media to;



HELP DEVELOP TOOLS TO NAVIGATE ADVERSE EXPERIENCES



PROVIDE SAFE SPACES TO PLAY AND EXPRESS EMOTION



ENCOURAGE PROBLEM-SOLVING AND CRITICAL THINKING



PROVIDE SPACE TO EXPLORE AND DISCUSS CHALLENGING ISSUES

When used in education and the community, the arts enables us to talk about the challenging issues children and their families might be experiencing and gives us the tools to guide children to discover solutions and develop the long-term ability to make positive choices.

Unique Voice is a nationally accredited social enterprise working frontline in schools and communities across the South West. We deliver creative programmes using the arts as a medium to make a positive and long-lasting social impact.

CREATIVE, EDUCATIONAL & ASPIRATIONAL PROGRAMMES

We create programmes and films designed to enable young people to learn, develop and grow in all aspects of their social emotional development. We provide topical and engaging programmes on subjects such as mental health, achievement and belonging, crime and anti-bullying with much of our work aligned to safeguarding and early intervention based services through performance, film and workshop programmes.

TARGETED HOLIDAY PROGRAMMES

Unique Voice provides creative and stimulating funded holiday programmes across Bristol and South Gloucestershire. Working with a trauma-informed approach we provide a safe space for children to participate in performing arts, games, art and creative activities whilst delivering information on healthy eating and providing a locally cooked healthy lunch each day.

Our work has a strong reputation for unlocking young people's potential, ideas and aspirations. It's never afraid in its approach to embrace new communities and empower systematic and social change in our communities.



JOB DESCRIPTION

We're recruiting for a highly organised, dynamic, creative individual to join the Unique Voice Team as Creative Lead and Visual Content Producer.

JOB TITLE

Creative Lead and Visual Content Producer

CONTRACT TYPE

Part Time / Fixed Term Contract (Maternity Cover)

HOURS

28 - 32 hours per week

Minimum 3 days working in office

PAY RATE

£31,200 - £33,280 pro rata depending on experience

LOCATION

Unique Voice Head Office, St Bonaventure's Business Centre, Friary Road, Bristol BS7 8AF.

CREATIVE LEAD

You will lead a small team of creatives in the development of original content that aligns with our values and resonates with the young people and communities we serve.

You will collaborate with our content producers, designers, and film makers to bring compelling stories, scripts, and ideas to life whilst ensuring that our projects align with our company values and creative pillars.

You will check and provide feedback on all content and educational schemes of work to ensure that it is informed, innovative, inclusive, communicative, captivating and change making.

You will oversee all creative outputs from start to finish, from initial concept meetings with funders and commissioners to working in theatres and schools viewing the final output.

This role is fast paced, multi-faceted and ever changing, no two days are the same.

VISUAL CONTENT PRODUCER

As part of this role, you will be responsible for producing high-quality visual content that supports our educational projects and marketing strategy.

You will collaborate with the team to bring ideas to life through films, animations, design, soundscapes and more, all with the mission to educate young people on difficult subjects and empower them to make positive change.

You will work predominantly in the office but you will also visit schools and work directly with our community to create exciting content that resonates with our audience and communities for both project and marketing content.

KEY TASKS AND RESPONSIBILITIES

CREATIVE LEAD

- Senior involvement in the creative direction of the organisation.
- Lead the creative vision for various projects, including films, shows, and educational materials.
- Ensure all content aligns with our values and creative pillars.
- Host weekly meetings with the creative team.
- Oversee the entire creative process from concept to completion, managing timelines, budgets, and resources effectively.
- Management of the creative team members.
- Review and provide constructive feedback on all creative outputs, ranging from lessons plans and workshop content, to performance tours and the production of films.
- Working closely with the operations manager to ensure creative content is delivered in a timely manner.
- Team development and talent nurture.
- Overseeing creative recruitment.
- Supporting customer relationships and sales of creative services.

VISUAL CONTENT PRODUCER

- Production of visual content, including films, animations, educational videos, soundscapes, design and presentations from concept development through to post-production.
- Collaborate with our creative producers to develop engaging scripts that effectively communicate with our audience.
- This role will be supported by other team members and our freelance team based on capacity.

REQUIRED CHARACTERISTICS

- Experience of creating written and visual content using a variety of digital mediums.
- Experience in film making and production to include filming, editing and directing films that vary in style, topic and genre.
- The ability to contribute to concepts for an array of creative output e.g. scripts, schemes of work, films, workshops plans.
- The ability to be able to develop a concept and storyboard from prescribed outcomes.
- A high level of proficiency with Adobe Creative Suite and other design softwares.
- The ability to confidently work with young people of varying ages, in order to film and interview children in a safe manner following and adhering to all Unique Voice safeguarding policies.
- Proven experience as a team manager.
- Strong organisational skills and project coordination experience.
- The ability and willingness to take and give feedback and make amendments with positivity.
- The ability to work with emotional and cultural awareness.

DESIREABLE CHARACTERISTICS

- Experience working with young people.
- Experience within a similar role.
- Experience of working in the third sector.
- Full Enhanced DBS.

APPLICATION PROCESS

SAFEGUARDING

Due to our position of trust in our sector and the nature of our work with children and young people, all employees employed directly with the Company will be required to complete the Company Application Form to a required standard, provide suitable references and will be required to undergo enhanced DBS checking; as required by Keeping Children Safe In Education (KCSIE) protocol.

In the process of collecting references, we will request information regarding whether or not you are considered suitable to work with children and young people.

You will be required to bring identification and processing documents with you to interview; a list of suitable documents will be provided once you have been shortlisted.

EQUALITY, DIVERSITY & INCLUSION

Unique Voice CIC is committed to actively encouraging equality, diversity and inclusion among our workforce and throughout the services we deliver. Our aim is to eliminate unlawful discrimination of all kinds and provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.

APPLICATION DETAILS

Please apply using the following link:

[Application Form](#)

All areas of the form should be completed in full in order to comply with our safer recruitment policy.

CLOSING DATE:

Monday 28th October by 9am

INTERVIEW DATES:

First Stage - week commencing 4th November

Second Stage - week commencing 11th November

EXPECTED START DATE:

December 2024

If you wish to receive this information in an alternative format, or you wish to discuss the vacancy, application or interview process more fully, including adjustments which can be made to remove any barriers to your application, please contact a member of the recruitment team through any of the following methods:

EMAIL: meg@uniquevoice.org

PHONE: 0117 428 6240

MAIL OR IN PERSON: St Bonaventure's Business Centre, Friary Road, Bristol, BS7 8AF

OUR SERVICES

Our work falls into three main categories:



COMMUNITY

With the support of the DfE, local businesses and our Help100 Club, we provide free holiday provision and activity packs for hundreds of disadvantaged children and young people each year. We've provided over 11,500 activity packs to date and over 736 spaces for disadvantaged young people during our summer 2022 alone.

Community Impact Report 2022



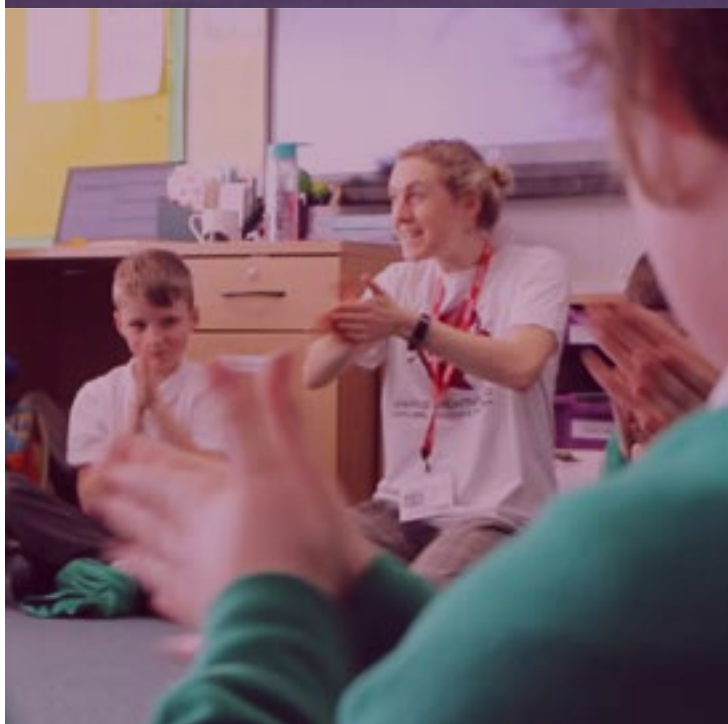
EDUCATION

We deliver innovative PSHE workshops in schools that explore relevant social themes through the arts. We have even devised our very own Mental Health Toolkit to aid educators.



COMMISSIONS

We are commissioned by organisations to deliver bespoke projects to young people, creating arts-based programmes for charities, foundations and community groups.





“FROM DAY 1 THE PROGRAMME DID NOT DISAPPOINT, TACKLING REALLY DIFFICULT SUBJECTS WITH SENSITIVITY AND THE LEVEL OF ENGAGEMENT SHOWN BY OUR STUDENTS WAS AWESOME.”

E. Hackling, Bridge Learning Campus



We **EXPLORE** challenging issues which affect the children and young people.



We **EDUCATE** children using creative programmes designed to find practical and inspiring solutions.



We **EMPOWER** them, allowing the new generation to flourish with confidence and resilience.

FOR FURTHER INFORMATION

Please email
theoffice@uniquevoice.org

HEAD OFFICE:

Unique Voice CIC
St Bonaventure's Business Centre
Friary Road
Bristol
BS7 8AF
Tel: 0117 428 6240

