**CentreStage Communities Ltd | CEO**

**Hours - Full Time, 37.5 hours**

**Salary – on application**

**About CentreStage**

At CentreStage, Ayrshire’s Arts Academy, our vision is for a society where everyone can fulfil their potential, regardless of their age or circumstance. Our values of hope, inclusion, and aspiration underpin all that we do and we have worked relentlessly with our team and wider stakeholders since 2006 to develop and deliver creative means of increasing active participation and empowerment through the arts.

After completing Scotland’s largest Community Led Asset Transfer, the £5.2M regeneration of the former Kilmarnock Academy, CentreStage has emerged in the heart of the town; creating a fully accessible cultural, social and community destination where people of all ages and backgrounds can come together and enjoy the opportunities we provide from classes and activities, theatre productions, food and beverage provision within our CAFÉ BAR, or to engage with wider services within the CentreStage ‘Neighbourhood’ provided by organisations complimenting our values including, Who Cares Scotland, East Ayrshire Tenant’s Federation and Flexible Childcare Services Scotland.

**The Role**

As we start a new and exciting chapter at CentreStage, we are seeking an experienced, creative, and passionate CEO, who will build on the strong foundations of the charity and work with our Board of Trustees, the CentreStage team and wider stakeholders representing both public and private sector to shape the short, medium and long term strategy – ensuring the ongoing sustainability, growth and success of CentreStage.

With a desired understanding and appreciation of the value that active involvement in the arts provides, the successful candidate will bring significant commercial, marketing and HR experience, supporting and challenging our team to meet our core universal outcomes; improved capability and wellbeing, reduced isolation and loneliness, increased inclusion and reduced poverty – demonstrating both social and financial return on investment.

The CEO will drive the vision and values of CentreStage and ensure our “Delivering Magic” operational model is delivered across the organisation

As a brand ambassador, the CEO will represent the charity and communicate on behalf of the organisation with Government authorities, funders, and key stakeholders and will be a positive, progressive leader and role model who inspires employees, volunteers, and wider community.

**Main duties to include:**

**COMMERCIAL: *Successful commercial background with experience in growing organisations both in a service and financial capacity.***

* To work with the Board of Trustees to create and develop the organisation’s strategic business plan including fundraising strategy and approved annual budget
* To identify and implement commercial opportunities across CentreStage, increasing unrestricted reserves and allowing reduced reliance on external funders to the charity.
* Implementing marketing and communications strategy to further increase commercial opportunities and awareness of CentreStage on a wider scale.
* Implementation of HR policy to support and ensure high performance across our team.
* Monitoring key performance indicators of the organisation’s operational and social impact and overall financial position
* Taking responsibility in ensuring funding is secured to deliver the organisation’s strategy and vision
* Ensuring robust reporting and evaluation strategies according to individual funders requirements

**STRATEGIC PLANNING: *Track record on creating and executing strategic plans to maximise business capabilities and opportunities.***

* Lead the team to implement the strategic business plan, objectives, and financial plans to meet short, medium, and long-term business goals and aspirations
* Scope future capital regeneration and refurbishment opportunities across the site
* Lead and influence senior level, strategic relationships with key stakeholders.
* Use networks and contacts to spread a positive message of social change
* Report to the Board in all aspects of leading the Charity, to include strategic planning for the financial welfare of the Charity, HR management, Risk Register, Fundraising, Communication and Public Relations
* Maintain awareness of the ever-changing external environment and its effect on the organisation– making relevant, cost-effective changes for its benefit.

**LEADERSHIP: *Executive leadership experience with the drive, enthusiasm, toolkit and interpersonal skills to lead a creative team and, in doing so, achieve desired results*.**

* Ensure that our operational model, ‘Delivering Magic’, is being implemented across the organisation
* Communicates the vision for the organisation and takes appropriate steps to make it a reality
* Takes the lead across all aspects of the organisation by reviewing how teams work together to reach organisational objectives and create fresh ideas that will set the organisation apart from similar charities/services
* Represent the organisation with all media enquiries
* Support the Board to ensure that it operates within statutory and corporate governance frameworks, requirements, and guidelines
* To motivate and inspire the team to reach its full potential
* Establish mechanisms for listening and responding to the views of beneficiaries and volunteers on the organisation’s performance

**CREATIVITY: *Holds an understanding and knowledge of the value in creating a dynamic working environment where staff are encouraged to be creative and innovative to ensure relevance and added value to organisation and participants.***

* Creates a dynamic, innovative culture that enables the team to adopt intrapreneurial mindsets and encourage forward thinking
* Uses the creative arts to share the story and publicise the organisation
* Develops a culture which inspires and motivates all staff/volunteers, ensuring a healthy, happy, and dynamic workforce and positive team spirit

**ARTS: *Experience and understanding of the social and wider benefits active participation in the arts provides the individual, community, and wider economy.***

* Actively engages in the Scottish Arts network to share the CentreStage story and the value we bring to our participants and wider community
* Uses market intelligence within the arts arena to build awareness of emerging trends and areas of decline
* Represents CentreStage at membership bodies associated with the arts across Scotland and wider U.K.
* Champions arts participation and understands the positive role and wider impact the arts play within a wellbeing economy
* Ensures CentreStage’s voice is appropriately represented in activities associated with the arts across Scotland

**Person Specification:**

**Essential Criteria**

* Proven hands-on management and leadership experience at senior level, with strong customer focus and the highest standards of professional excellence.
* An enabling, inclusive, and professional leadership approach that supports attainment of respect and credibility at all levels.
* Excellent financial stewardship including securing sufficient financial resources to meet the organisation’s strategic and operational targets.
* Track record of growing income and building a sustainable business.
* Experience of applying robust accountability processes to support financial management, planning and reporting.
* Experience of / ability to fulfilling legal and constitutional responsibilities on behalf of the Board of **Trustees**
* Putting in place appropriate policies and procedures to continuously develop a highly motivated and effective staff team, reviewing these regularly.
* Excellent line management skills to develop the capacity of Leadership Team members
* Track record of steering organisations and people through change
* Strong communicator and able to build networks both internally and externally; experience of managing relationships and expectations of multiple partners.
* Qualification at degree level or demonstrable equivalent work experience

**Desirable Criteria**

* Experience of working in/with creative industries.
* Experience of working in/with Third sector.
* Knowledge of third and public sector funding and track record in securing funding for projects or initiatives.
* Experience of dealing with media.
* Experience in using a range of communications and marketing techniques.

**Additional Requirements:**

Full driving licence is essential. IT skills