



Job Title:	Creative Participation Practitioner
Reports to:	Creative Producer
Main Place of work:	Trestle Arts Base, St Albans Ver House, Park Estate, Frogmore, AL2 2DR Various Community Locations across Hertfordshire
Working Pattern:	28 hours per week, normally over four days, including Saturday 8.30am–4.00pm. Tuesday and Thursday are likely; with the fourth day / weekday pattern to be agreed with the line manager.
Responsible for:	Volunteers and session assistants supporting creative participation activity, where appropriate.

We are looking for someone who can live and breathe our values; to work in partnership, deliver quality, adapt, be positive and be inclusive.

Job Purpose

The Creative Participation Practitioner will deliver high-quality creative participation activity with children, young people, schools, volunteers, people with disabilities, carers, community groups and local residents.

The role will facilitate workshops, regular groups, School of Drama sessions, holiday activity projects and community-based creative projects using drama, movement, storytelling, singing, mask work and participatory theatre practice.

A key part of the role will be to deliver and develop facilitation using Trestle's mask methodology. The postholder will ensure that at least one School of Drama term each year includes mask methodology as part of the creative learning and development offer, helping participants understand and experience this distinctive area of Trestle's practice.

The postholder will help people build confidence, expression, creativity, connection and wellbeing through safe, welcoming and accessible creative activity. The role will support School of Drama for children and young people aged 4 to 18, including progression routes for older young people, alongside community groups such as Act Up, Dance Now and Sing Out for adults including adults with disabilities.

The role will also support the growth of creative participation activity across Communities 1st and Trestle, helping to strengthen links between creative work, community wellbeing, volunteering, supported participation and local partnerships.

General Responsibilities

- Plan and deliver creative participation sessions for children, young people and adults.
- Deliver regular Trestle School of Drama sessions for ages 4 to 21+
- Deliver and support community groups including Act Up, Dance Now and Sing Out.
- Facilitate activity using drama, movement, storytelling, singing, mask work and creative play.
- Create safe, welcoming and accessible sessions for all participants.
- Adapt activity for different ages, abilities, confidence levels and support needs.
- Support participants to build confidence, creativity, communication and wellbeing.
- Work positively with parents, carers, schools, volunteers and community partners.
- Support the growth of School of Drama and community participation activity.
- Represent Trestle and Communities 1st positively in all delivery settings.

Key Responsibilities

Creative Delivery

- Prepare clear, engaging and age-appropriate session plans.
- Facilitate weekly School of Drama classes, workshops and holiday activity.
- Plan, prepare and facilitate performances, sharings, showcases and community events
- Encourage participants to develop their own ideas, stories and creative expression.
- Use creative practice to support connection, belonging and participation.
- Support progression routes into volunteering, youth leadership or further creative activity.

Mask Methodology

- Deliver facilitation using Trestle's mask methodology
- Include mask methodology in at least one School of Drama term each year.
- Use mask work to support expression, movement, character and ensemble practice.
- Help participants experience mask work in an accessible and engaging way.
- Maintain safe use, storage and care of masks and related materials.
- Undertake training in Trestle's mask methodology where required.

Community Groups

- Deliver creative activity for people with disabilities, and community participants.
- Support adults with different communication, learning or access needs.
- Work with carers and support workers to enable safe participation.
- Encourage participants to make choices and contribute ideas.
- Support community groups to share work where appropriate.
- Help develop new community participation groups as demand grows.

Schools, Young People and Outreach

- Support creative workshops with schools and youth organisations.
- Deliver taster sessions and outreach activity where required.
- Help build links with local schools, groups and community partners.
- Support activity that introduces new participants to Trestle.
- Contribute ideas for developing School of Drama and youth participation.

Safeguarding and Safe Practice

- Follow safeguarding, health and safety and data protection procedures.
- Respond appropriately to safeguarding or wellbeing concerns.
- Maintain professional boundaries with all participants.
- Support safe arrival, registration, supervision, and departure arrangements
- Contribute to risk assessments for sessions and events.
- Support BOPA, chaperone and consent arrangements where required.

Records, Volunteers and Evaluation

- Maintain accurate registers and basic session records.
- Support participant feedback, case studies and monitoring information.
- Support volunteers and session assistants during delivery.
- Help volunteers understand their role and boundaries.
- Provide updates to support promotion, reporting and funding applications.
- Work with colleagues to keep administration accurate and proportionate.

Other Duties

- Create a welcoming and supportive environment with a culture of trust so that end users have the confidence to access the service.
- Work as part of Communities 1st team in a professional manner in accordance with policies, procedures and equal opportunities practices.
- This is not a final and complete statement of the duties attached to this post, which may be amended from time to time in accordance with the changing needs of Communities 1st.

Person Specification: Creative Participation Practitioner	Essential	Desirable
<i>Values and Personal Attributes</i>		
1.1 A positive, practical and welcoming approach to working with children, young people, disabled people, carers, volunteers and community participants.	✓	
1.2 Able to create a safe, supportive and accessible environment where people feel able to take part and try new things.	✓	
1.3 Calm, patient and adaptable, with the ability to respond well to different ages, abilities, confidence levels and support needs.	✓	
1.4 Able to build positive working relationships with participants, families, carers, schools, volunteers, colleagues and partner organisations	✓	
1.5 A creative and reflective practitioner who is open to learning, feedback and developing Trestle's practice.	✓	
<i>Skills and knowledge</i>		
2.1 Skilled in facilitating drama, movement, storytelling, singing, mask work, creative play or other participatory arts activity	✓	
2.2 Able to plan and deliver engaging, age-appropriate creative sessions for children, young people and adults.	✓	
2.3 Able to adapt creative activity so that <u>people with disabilities</u> and participants with different communication, learning or access needs can take part	✓	
2.4 Understanding of safeguarding, professional boundaries and safe practice when working with children, young people and adults.	✓	
2.5 Knowledge of Trestle's mask methodology, or willingness to develop this through training and practice.	✓	
2.6 Able to maintain accurate registers, basic records and session notes	✓	
<i>Experience</i>		
3.1 Experience of delivering creative workshops, youth theatre, drama sessions, community arts activity or similar participatory work	✓	
3.2 Experience of working with children and young people in an arts, education, youth, school or community setting.	✓	
3.3 Experience of working with <u>people with disabilities</u> , adults with learning disabilities, people with mental health needs, carers or community groups.		✓
3.4 Experience of supporting performances, sharings, showcases, holiday workshops or creative events		✓
<i>Other Requirements</i>		
4.1 Enhanced DBS clearance, or willingness to obtain this before starting the role	✓	
4.2 Ability to work Saturdays on a regular basis, with flexibility to work weekdays according to programme need	✓	
4.3 A relevant qualification in drama, theatre, performing arts, community arts, education, youth work or a related field	✓	
4.4 Able to work flexibly and travel across Hertfordshire and occasionally beyond	✓	