



Arcola Theatre

Arcola Theatre is one of London's leading off-West End theatres. Locally engaged and internationally minded, we stage a diverse programme of plays, operas and musicals. World-class productions from major artists appear alongside cutting-edge work from the most exciting emerging companies. Since our founding in 2001, Arcola has been a launchpad for artists including Rebecca Lenkiewicz, Alecky Blythe, Lyndsey Turner, Lucy Kirkwood and Joe Sims. Last year we were nominated for 9 Off West End awards – more than any other London theatre.

Arcola delivers one of London's most extensive community engagement programmes, creating over 5000 opportunities every year. By providing research and development space to diverse artists, we champion theatre that's more engaging and representative. Our pioneering environmental initiatives - developed in partnership with our sister organisation, Arcola Energy - are internationally renowned, and aim to make Arcola the world's first carbon-neutral theatre.

A National Portfolio Organisation of Arts Council England, we use our public funding to keep ticket prices affordable, and to facilitate bold and innovative projects.

Communications and Marketing department

The Communications and Marketing department creates content, campaigns and strategies for theatre productions at Arcola, and for the organisation as a whole. We work to increase audience attendance, to develop new and diverse audiences, and to forge widespread public engagement with Arcola's projects and values.

We believe in the value of

- arts and culture within our community and society;
- diversity and accessibility in, and to, our artistic and cultural life;
- creative communications which extend and enrich artistic projects;
- information technology to enable new, more social, more engaging possibilities.

Job description

Job title: Theatre Promoter

We are hiring people to build an **in-house team of promotional print distributors**, who will play an integral part in our audience development campaigns for Arcola productions. Join the team and help us create a buzz and inspire our audiences!

This is **flexible** and **part-time** work which you can fit around your schedule.

You will distribute flyers hand to hand, drop flyers/posters/brochures to shops, libraries & cultural hotspots across London and to houses in Hackney. You will also keep accurate records of shops that accept or don't accept promotional print material.

Previous experience is not required but knowing your way around North East and Central London would be a plus.

We anticipate that there will be between 20 and 50 hours of work available for the team per month. This will be distributed equitably among team members, based on their preferences and availability.

Person Specification

- A reliable, enthusiastic and friendly person
- Interest and passion for the arts (especially theatre)
- Be comfortable working outdoors
- Be able to work unsupervised
- All staff at Arcola Theatre have a responsibility to safeguard and promote the welfare of children and vulnerable adults. The post holder will undertake the appropriate level of training and is responsible for ensuring they understand and work within the safeguarding policies of the organisation.

Other Benefits

- Complimentary show tickets for you and a friend, subject to availability

SALARY: £7.50 p/h (minimum pay £30 per shift)

REPORT TO: Marketing Manager

To apply please send to **sam@arcolatheatre.com** your CV and a cover letter, up to a page, where you can tell us:

- how you are, or hoping to get, involved in the arts
- how familiar you are with Arcola's work
- how this job would fit around your current commitments.

Application deadline: We will be reviewing applications **on a weekly basis** and will close recruitment when we have met the right candidates to complete the team.

If your application is successful, we will arrange a short phone interview.