



Crafting the future together

Recruitment Pack

Creative Director

February 2024

Salary: £42,000-£45,000 depending on experience.

Contract: Full time. Permanent.

Who are we looking for?

We are looking for a dynamic, inspirational and visionary Creative Director who can take FutureEverything into the next chapter of its journey.

A leader who can innovate on the creative direction of our work and shape the core company mission; who can bring vision to the artistic freedom that we offer whilst playing a key role in the operations.

We are looking for somebody who is well connected on a national and international level and can be a beacon to attract interest from a diverse range of partners, stakeholders, and funders across the arts, cultural and technology landscapes and beyond.

Do you have the insight and ability to generate world-class original work at the cutting edge of the digital domain? Can you conceive, curate and deliver exhibitions, festivals, large-scale art installations, conferences, participatory design innovation, and consulting-style work?

You may already be leading an organisation or be a practitioner, ready to take an ambitious next step, and will already have several years of high level experience as a creative leader.

Collaboration is at the heart of everything that we do and you will work closely with the Executive Director, Board, Staff, and stakeholders to realise incredible projects in a bold, transparent, and ethical fashion .

Are you somebody with ambition who is creative, curious, and inspired by the work we do (and will challenge us to consider what we can do in the future)?

If you are all of these things, and more, we would be excited to hear from you.

Chris Wright
Executive Director



About FutureEverything

Established in Manchester, **FutureEverything** exists at the convergence of art, technology and society. As an award-winning arts organisation with a year-round programme of activity, we've helped shape digital culture locally, nationally and internationally for over 25 years.

Our work explores the impact of technology in shaping society and culture and our mission is to push creative boundaries to stimulate new ways of thinking around urgent global issues, across disciplines and audiences, to collectively imagine better futures.

Taking an action-research, artist-led and human-centred approach, we are passionate about bringing people together to discover, share, collaborate and experience new ideas for the future, creating opportunities to question and reflect on the world around us.

We deliver projects in the UK and across the globe with high profile partners including arts organisations, academic institutions, tech industry, business, governmental organisations and others, working with AI, ethics, environment, placemaking and more.



Our Mission & Vision

At FutureEverything, we strive to be at the forefront of digital culture, harnessing art and participatory experiences as a lens to reflect on the world around us.

Our mission is to push creative boundaries across multiple disciplines, ask challenging questions, and connect wide-ranging audiences with current and future global issues.

Our vision is to spearhead positive societal change and pioneer critical cultural connections using art as a transformative tool.

Our Values

Creative Collaboration - We build strong and long-lasting relationships with our team, commissioned artists, partners, and audiences, inspiring creativity and developing new and innovative models for engagement along the way.

Open, Honest & Courageous - We pride ourselves on our openness and ability to create supportive environments where ideas can be shared and nurtured. Challenges excite us and we continually strive to be bold, courageous and adventurous.

Ethical & Inclusive - With an understanding of the complexities of intersectionality we champion diversity in all of its forms and work hard to explore diverse processes to reach audiences from all backgrounds.



Our Programmes

Public Artwork

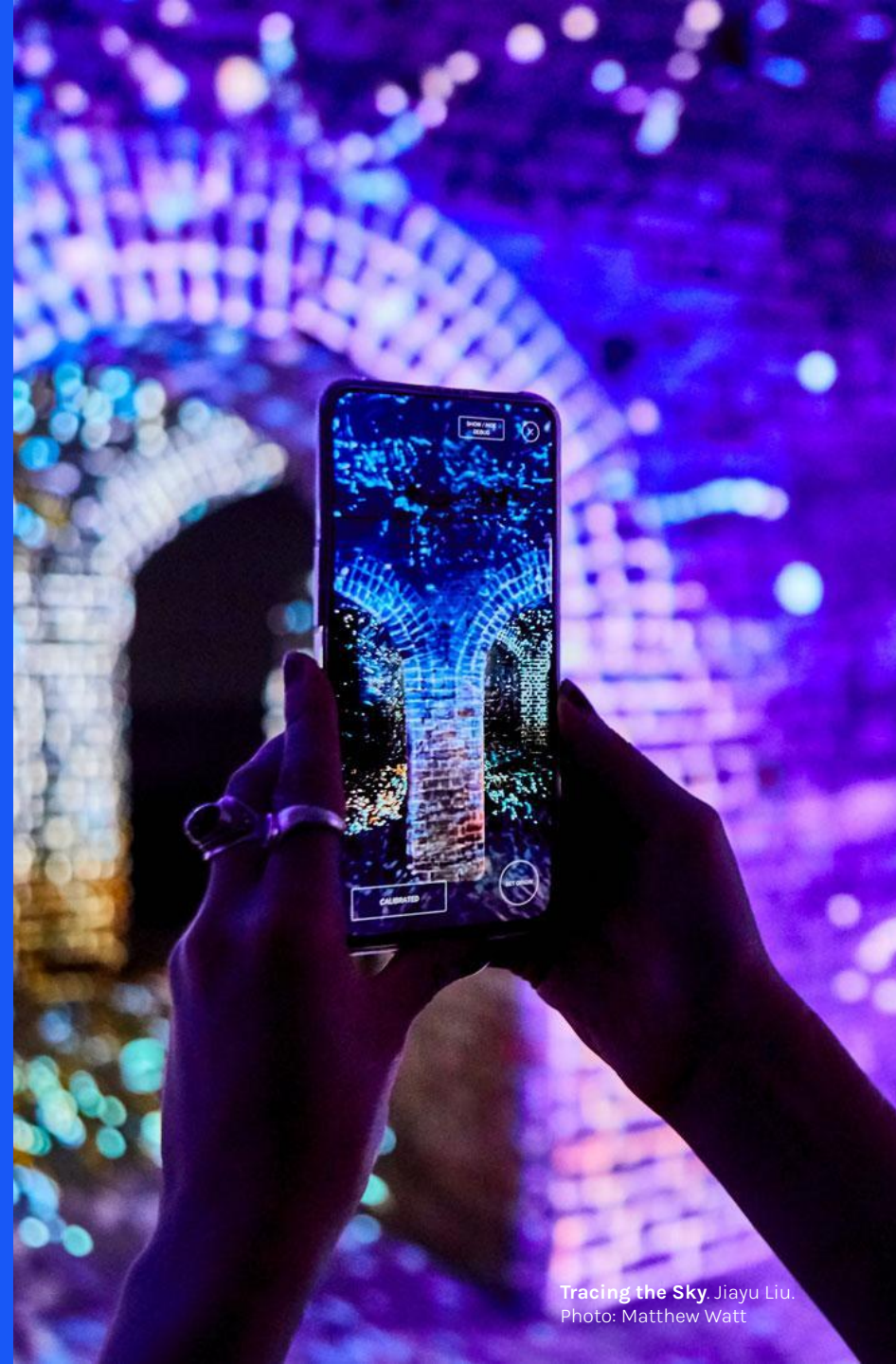
We curate, commission and produce art in response to critical social issues, delivering a cultural programme of accessible art installations and exhibitions in the public realm.

Cross-Sector Collaborations

We bring together people, from the cultural sector, industry and academia, with bold ideas for identifying opportunities to understand complex issues and challenges towards co-created solutions.

Digital Debates & Knowledge Exchange

We create shared spaces, in-person and online, for debate facilitating alternative views towards current and future concerns and ambitions.



Our Current Situation

FutureEverything's annual turnover for 2022/23 was £357,514. Since moving away from ACE NPO status in 2023, we have generated income from a range of funders including British Council, GMCA, SMBC, University of Manchester, and RHS amongst others.

Since 2018 we have successfully transitioned from an annual festival to a year-round programme of cultural activity and are exploring ways of diversifying our income streams and building our brand and reputation. We are keen to expand our national and international partnerships, develop links with the private sector, and initiate further self-produced projects and events.

FutureEverything operates out of SEESAW in Manchester (UK), and has a hybrid working policy that encourages the team to combine working in-person and virtually, to align with individual needs. We have a small, talented, and committed team of full-time and part-time staff: Executive Director Chris Wright, Producer Jonathan McGrath, Communications Manager Hayley Kerridge, and Administrator Hattie Kongaunruan. We have an experienced, committed and dynamic Board of Trustees led by Chair Annette Mees, Artistic Director of Audience Labs.

Some of our current projects include [Stockport Creative Campus](#), a three-year town centre reinvigoration programme; [Digital Transmissions II](#), an annual artist development programme for Jordan-based emerging artists in partnership with Jordan National Gallery of Fine Arts and British Council Jordan; [Innovation Labs](#), a programme of unique action-research workshops, as well as an exciting series of artist commissions, and exhibitions, to be announced.





Co-Directorship

FutureEverything have a co-Directorship approach encompassing a joint strategic leadership role between the Creative Director and the Executive Director to provide organisational vision and effective and inspiring leadership of the organisation.

Both Co-Directors take a full strategic overview of FutureEverything and take joint responsibility for ensuring business goals are achieved, strategic change is planned and realised and critical issues are addressed.

Collaboration, compatibility and trust between the Co-Directors are essential with clear areas of responsibility in place to ensure that each Director has complementary skills and resources are well allocated.

Job Details

Job Title: Creative Director

Team: Executive

Reports to: Chair of Board of Directors

Salary: £42,000 - £45,000 depending on the level of skills and experience.

Contract: Full time. Permanent. 40 hrs per week and as required. Flexitime. TOIL Policy.

Probationary

Period: 6 months

Annual Leave: 25 days (plus 8 statutory bank holidays)

Pension: Auto enrolment into The People's Pension. 3% employer contribution.

Working with: Executive Director, Producer, Communications Manager, Administrator, & external finance services provider.

Office location: FutureEverything are based in central Manchester and remotely.



Key Responsibilities

FutureEverything is a small team with overlapping roles and responsibilities. The Creative Director's key responsibilities are listed under three thematic areas and '(ED)' indicates where they are shared with the Executive Director.

Creative Direction, Leadership & Strategy

- Lead on the design and implementation of the Creative Strategy, identity and brand to deliver on the artistic mission and vision.
- Lead on the design, curation and delivery of the annual programme including developing creative ideas, exhibitions, commissions, festivals, conferences, national and international collaborations.
- Draw on local, national and international connections to secure artistic commissions and establish long term strategic partnerships.
- Develop and maintain excellent relationships with existing partners, key stakeholders and ensure all obligations are met. (ED)
- Represent the company as a spokesperson/ambassador. (ED)
- Maintain a strategic overview of the workload and resources required to support the programme and core team. (ED)
- Oversee Comms strategy and Audience Development strategy ensuring impactful and appropriate messaging. (ED)



Key Responsibilities

Business Development

- Develop and deliver a realistic business plan, identifying new opportunities, and developing key artistic, strategic and financial partnerships locally, regionally, nationally and internationally to ensure ongoing viability of the organisation. (ED)
- Lead on the coordination and monitoring of the company's response to all competitive tenders. (ED)
- Develop and deliver an income generation plan and fundraising strategy, including commercial and sponsorship opportunities, ensuring long term sustainability. (ED)

Company Management

- Lead, inspire and motivate the team, partners, and artists, in a transparent, caring, ambitious, and positive organisational culture. (ED)
- Oversee infrastructure and internal frameworks, including financial planning, control and systems, contracts, policies and procedures, data collection and evaluations, to ensure accordance with the legal and best practice. (ED)
- Ensure compliance with all external obligations including stakeholder reporting, Companies House, and CIC reportings. (ED)
- Act as the key point of contact for the Chair of the Board; preparation & circulation of papers; accurate financial reporting; full briefing of developments, opportunities, and risks; attend Board Meetings and follow up actions. (ED)
- Oversee HR ensuring best practice including recruitment, salaries, induction, performance management, welfare, training, disciplinary & grievance issues, and CPD. (ED)



Person Specification

We are a value-led organisation with a strong emphasis on collaboration. The following criteria is a non-exhaustive list of the qualities, essential and desired, that we are looking for and how these will be assessed:

Essential	Application	Interview
The ability to inspire, lead, manage and motivate a team.	X	X
Well connected in arts, culture, and digital networks on a local, national and international level.	X	X
Minimum of five years experience as a high level creative/artistic director or leader, with a demonstrable record of leading a creative vision and delivering high quality programmes including exhibitions, festivals or similar.	X	X
Deep knowledge of issues, developments and debates in digital culture, and related technical and creative fields - as well as the current academic, creative and business issues surrounding this expertise.	X	X
Proven experience of mid/long-term business planning and managing an organisation including financial processes for major projects, including budget planning, forecasting and monitoring.	X	X
Sound understanding and creative interest in at least one or more of Artificial Intelligence, Internet of Things, Big Data etc.	X	X



Essential	Application	Interview
Proven experience of generating conceptual briefs, proposals, tenders and reports for different audiences, and managing fundraising and bidding processes.	X	X
Acting as an organisational representative and spokesperson, cultivating relationships with a variety of key stakeholders.	X	X
Excellent organisation and planning skills with proven ability to work flexibly under pressure, to prioritise and to meet deadlines.	X	X
Excellent communication skills and proven experience of ethical collaborative working and forming effective partnerships internally and externally.	X	X
Ability to define goals that will be measurable and achievable, ideally with a data-driven approach.		X
A deep passion and understanding of science and technology and its connection to art, culture and the humanities.	X	X
A genuine and demonstrable commitment to maintaining the broadening of cultural diversity.	X	X
An ambitious entrepreneurial spirit to maximise exposure of the work and the brand.	X	X
Willingness to travel within the UK and internationally.		X



Desirable qualities, skills and experience	Application	Interview
Understanding of design-led process models and their real world application in the context of participatory design.	X	X
A relevant post-degree qualification is preferred/highly desirable.	X	
An empowering and motivating approach to team management, and a transparent approach to communication.		X
Willingness to work with multi-disciplinary teams.	X	X
Problem solving and timely decision making.		X
A deep rooted commitment to equal opportunities.	X	
Experience with HR processes and policies, creating appropriate staff structures, supporting line managers and staff to perform their roles.	X	
An understanding of legal responsibilities and requirements of a registered company, and a community interest company.	X	



How to Apply

Application deadline: 09:00, Monday 04 March 2024

Application process: Please submit the following documents as **PDFs**:

- I. CV - 2 sides A4 max
- II. Cover letter detailing why you are interested in the role and how you meet the criteria in Who are we looking for? & Person Spec (1,000 words max)
- III. A project portfolio (12 pages max) demonstrating up to three case studies of projects relevant to the role.
- IV. One side of A4 with up to five links to other relevant media / websites etc, all of which should further demonstrate your own track record.
- V. Two professional references with *current knowledge* of your creative practice and ability to inspire and lead a team (we will not contact referees unless a candidate is offered the position).
- VI. [Equal Opportunities Form](#)* - please follow the link to compete online

*All information provided in the Equal Opportunities Form will be treated in the strictest confidence and held separately for reporting purposes. This information does not form part of the selection process.

Please send your application, including all of the above, to:
info@futureeverything.org by **09:00, Monday 04 March 2024.**



Shortlisted candidates: to be confirmed by **11 March 2024** by phone or email (if you have not been contacted by this date please assume that you have not been successful on this occasion).

Interview 1: First interviews to be held online during **14 & 15 March 2024** with confirmations of second interviews by **22 March 2024**.

Interview 2: Second interviews to be held during **w/c 01 April 2024** in Manchester city centre. Candidates will be expected to prepare a 15-minute presentation around the theme of art, invention or ideas that inspire you concluding with a provocation for an open discussion with the interview panel.

Appointment: candidates will be informed of the outcome by **w/c 08 April 2024**

Expected start date: the successful candidate will be expected to take up post within three months.

If you would like an informal chat about the role please email chris@futureeverything.org to arrange a conversation with outgoing Creative Director Irini Papadimitriou and/or Executive Director Chris Wright.

Access Support

We are committed to ensuring our opportunities are open for people who experience barriers to inclusion. We recognise that you might need additional support to participate in the application and/or interview, whether that is technical equipment, access support or adjustments to the process. If you require any support or adjustments, please contact us on info@futureeverything.org.



Examples of our recent work





Public Artworks

AI: Who's looking After Me?

Science Gallery London, June 2023 - Jan 2024

AI: Who's Looking After Me?' exhibition and public events programme, takes a questioning, surprising, playful look at the ways Artificial Intelligence (AI) is already shaping so many areas of our lives, and asking if we can really rely on these technologies for our wellbeing and happiness. Presented in collaboration with [Science Gallery](#), we explore who holds the power, distributes the benefits, and bears the burden of existing AI systems.

[Read more here](#)

Curated by FutureEverything in collaboration with Science Gallery London



Plasmata: Bodies, Dreams and Data

Pedion tou Areos, Athens, May-July, 2022

Digital technology is both entering into the human body and extending it beyond its bounds. This network of bodies, an offshoot of both surveillance and entertainment technologies, is calling upon us to seek out the very limits of the 'plásmata' (Greek for creatures) that we ourselves create and actually are.

Commissioned by Onassis Foundation, 'Plásmata: Bodies, Dreams, and Data' was a curated journey unfolding through Pedion tou Areos - Athens' largest public park - presenting work by international artists exploring themes and ideas around bodies after technology, constructed worlds, identities and boundaries, but also imagining new territories, connections and places of co-existence.

[Read more here](#)

Impact:

25 Physical artworks

500,000 Visitors

700 participants in exhibition tours and educational programme



Moon-faced. Morehshin Allahyari.
Photo: Stelios Tzetzias. Courtesy Onassis Stegi.

this place [of mine]

Greater Manchester & Online, 2020-2022

An ambitious programme of online art commissions, public events and a Young Producer programme for Greater Manchester, bringing together people from across the region to co-imagine the future of our high streets and town centres. This place [of mine] focusses in particular on areas of low cultural engagement, addressing issues around place, heritage, active citizens and social change.

The project involves partnerships with local authorities, ways for young people's voices to be heard & commissioning opportunities for local artists. this place [of mine] has won **four prestigious CSS Design Awards** for the [immersive online hub](#) – a virtual playground of digital artworks and ideas for the future high street!

Commissioned by Greater Manchester Arts with support from Greater Manchester Combined Authority (GMCA) as part of the GM Great Place Scheme. Produced and curated by FutureEverything and delivered in partnership with Manchester City Council, One Manchester, Oldham MBC, Link4Life, Tameside MBC, Wigan MBC, and The Turnpike.

[Read more here](#)



Innovate Manchester Events Programme

In partnership with MIDAS & Manchester Growth Hub, 2020/2021

A series of 8 participatory events and design-led workshops organised and curated by FutureEverything, and commissioned by MIDAS and Manchester Growth Hub.

The ultimate goal of the Innovate Manchester programme was to inspire and enable corporates, start-ups, SMEs and academia to collaborate in shaping innovative solutions for some of the biggest challenges facing society and how we do business today.

The events responded to emerging global trends and pressing social challenges, ranging from sustainability and industry 4.0 to data ethics and human-centric design and created newly formed and ongoing collaborations between large corporate organisations and Manchester-based SMEs.

Impact:

878 local businesses & SME's attended

82,798 people reached across social media

12,557 event page views

New & ongoing working partnerships formed between SME & corporates as a result of the programme (inc. Disposal SME & Chiesi)

[Read more here](#)



British Council Jordan: Arts in the Digital Age Online Forum

March 2022

A three day online exchange forum created by FutureEverything in partnership with Artmejo and commissioned by the British Council, that created a gateway for artists and arts professionals from the UK & Jordan to explore how artists use digital technologies in creative and critical ways, how audiences engage with digital artworks, and what the opportunities and challenges are for practitioners today and in the future.

The programme offered participating UK & Jordanian attendees and artists opportunities to connect, get inspired by leading creative practitioners, and a preview into British Council in Jordan's commissioned research into the use of digital technology in the creative scene in Jordan.

Impact:

21 Artist & Speakers

93 Attendees from Jordan & UK

[Read more here](#)



Arts in the digital age online forum

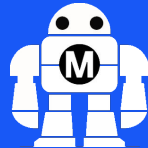
Bringing together art professionals from the UK and Jordan to explore arts and digital practices.

To register, visit www.futureeverything.org
21 to 23 February 2022

Partners, Commissioners & Collaborators



Supported using public funding by
**ARTS COUNCIL
ENGLAND**





Thank you for your
interest in
FutureEverything

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futureeverything.org