



**NONSUCH
STUDIOS**

Event Assistant

Application Deadline: Sunday 5th July at Midnight

Application Method: via Online Form & Document Upload

Candidates Notified: by Tuesday 7th July

If you have any questions about this role or would like to organise an introductory chat please email Bailey Revill via Bailey@nonsuchstudios.co.uk.

Nonsuch Studios recognise the positive values of diversity, promote equality and challenge discrimination. We welcome and encourage applications from people of all backgrounds as we are actively seeking to develop our team to better represent the diverse community we live and work in. We particularly welcome applications from individuals who define as D/deaf, disabled and/or neurodivergent, people of Global Majority Black heritage and of South, East and South-East Asian heritage and/or LGTQIA+. We will interview all applicants who are ethnically diverse and/or have a disability and who meet the essential criteria for this role.

Event Assistant

Job Title	Event Assistant
Reports to	Nonsuch Studios Project Staff
	This varies depending on the programme you are supporting.
Rate	£13.45 per hour
Place of Work	Ashfield District, and/or Nottingham City (including Bulwell)
Working Hours	As different events get announced, working hours will be shared ahead of time for Event Assistant to 'claim' shifts.
	By applying for this role, you will be added to a pool of freelance event assistants that we will contact for events.
Contract Type	This is a freelance role.
Initial Application	Online via digital application form. <i>If you have any access needs that require an alternative application process, please contact Bailey@nonsuchstudios.co.uk</i>
Current Available Shifts	To Support the delivery of Architects of Air's Luminarium Daedalite: Thursday 16th July 14:00- 18:00 (4hrs) Friday 17th July 10:30- 17:30 (7hrs) Saturday 18th July 09:30- 16:30 (7hrs) Sunday 19th July 09:30- 14:15 (5.25hrs) <i>Note: we are looking for 6 Event Assistants to support for each of the slots above. Ideally we would like the same team over each day, to have consistency.</i>

Purpose of the post:

As part of the Ashfield Creates programme, we run lots of creative events and activities across the district, and are always looking for event assistants to help support the work!

Depending on the event, you could be getting creative with participants and supporting them with the craft or activity, collecting important evaluation data via surveys, stewarding exhibitions or even ushering performances! Being an event assistant is a great chance to be a

part of the Ashfield Creates programme, experience new and exciting activities, and engage with your community.

As part of the Summer of Creativity, Ashfield Creates is bringing Architects of Air's Luminarium Daedalite to Titchfield Park, Hucknall. We are looking for a dedicated team of confident and engaging event assistants to help audiences engage with the incredible inflatable structure.

Key Responsibilities

General:

- Welcoming audiences and members of the public into an event or activity
- Working with artists or facilitators to deliver creative activities
- Gathering important audience information data using our surveys- this could be paper, on a tablet, or helping people use a QR code.
- Ushering a performance, checking tickets and making sure audiences are comfortable
- Stewarding an exhibition, engaging people in conversation about art and creativity
- Helping set up and pack down events, moving furniture and arranging exhibition structures

Luminarium Daedalite:

- Welcome audience to the site, and help guide them around the Luminarium
- Monitor audience numbers using the shoe racks
- Support Box office team with managing prebooked and on-the-day tickets
- Use radio (provided by Nonsuch) to communicate effectively with site teams
- Help manage queues
- Engage with audiences, and support their experience of the Luminarium
- Support keeping the site tidy and clear of litter

We're looking for engaging, dynamic and person-focussed Event Assistants, who is excited to support events around their local area.

Our ideal candidates would definitely be...

You will be:

- Interested in the arts, creative events and activities
- Want to know more about how these events are run and delivered
- Excited about supporting more local creative activities
- A great people person, who enjoys getting involved and engaging with audiences



A TEAM LIKE NO OTHER...

Joining Nonsuch Studios is becoming part of a small but mighty (and growing) team driven by creating amazing moments for audiences and communities alike. No two things we do are alike and we can't wait for you to join us and help us create something magic!

OUR STORY

In 2013 a group of graduate artists and theatre-makers came together to create a theatre company that was a little bit different, inspired by the power of creativity and desire to make amazing creative and cultural experiences, what was once called Nonsuch Theatre was born.

Since then, we've created 9 original productions which have toured the UK, worked with over 100,000 individuals through our community projects and reached over 4.5million individuals across the UK through our online work and programmes. Alongside that, we've established Nottingham's first and only independent theatre and ran two creative venues in our time.

At the heart of what we do is our mission to empower cultural freedom through unlocking creativity and celebrating life, and we aim to achieve this through our core charitable objectives: advancing the arts, encouraging and developing public participation in the arts and supporting community cohesion, well-being and capacity building through arts practice and promoting, supporting and developing opportunities for communities to be inspired and empowered to produce, shape and deliver community activities and enterprises.

Put simply, we work with a person-centred approach to utilise theatre and the wider arts to improve the lives of audiences, communities and individuals. Our work is shaped by a shared belief that Creativity is Power and with that power, we deliver our core programmes of work.

WHAT WE WORK ON

There's always something different happening across our varied projects and programmes, but here's a taste of what we're working on at the moment:

- **Three Sisters [Go To Moscow]** – our latest production brings a 125 year-old classic back to life in a very loud and physical way!
- **Stage the City** – telling the stories of Nottingham's communities in large-scale, outdoor performance celebrations.
- **Ashfield Creates** – a £1million programme bringing game-changing new arts and cultural experiences to the people and communities of Ashfield, Nottinghamshire.
- **TAKEOVER** – the East Midlands' largest youth-led festival delivered in partnership with First Art & Captivate, Nottinghamshire's Cultural Education Partnership.

HOW TO APPLY

To help make our recruitment process as simple as possible for both you and us, here's all you need to know about applying for this role.

Please note, we are unable to accept applications from anyone under the age of 18.

Application Questions

To apply for this role, you'll need to click the **APPLY NOW** link on the next page which will take you to an online form for you to fill in your answers. So you don't have to do everything online, all the questions are noted below with the character limits as well. These character counts are limits and not necessarily expectations. You may want to prepare your answers in a word document and then copy answers into the form, as the form does not save as you go.

Application Deadline

The online form will **automatically close at the deadline at Midnight**. so it is important to hit **Submit** before the deadline as even applications in progress won't be able to be submitted once the deadline passes. We equally will not be able to accept applications that arrive via email after the deadline has passed either.

Equality & Diversity Questions

At the end of the form there is a voluntary option to fill in some Equality and Diversity Questions. These answers are kept separately from your application and submitted separately and anonymously via a non-trackable form. We collect this data to monitor the breadth of

diversity throughout our recruitment processes to help us ensure our staff represent the communities we work with and so really appreciate the submissions we receive on this.

Access Support

If, for accessibility reasons, you are not able to apply via our online form, please send your responses to the questions along with a copy of your CV via email to Bailey@nonsuchstudios.co.uk with **APPLICATION FOR Event Assistant** in the subject line. If you would like to apply via any other format please contact us to discuss your needs so we can come to a suitable, accessible arrangement.

Job Opportunity Event Assistant

APPLICATION QUESTIONS

- Tell us a bit about you!
Do you have a creative background, have you performed in a play, do you want to give it a go? Why would you like to be an event assistant?
- What type of events or activities are you interested in?
Are you particularly interested in drama, and would like to usher performances, or maybe you are an avid crafter, and would like to support any making activities...
- What experience do you have in supporting events/ creative activities? *It's okay if you have none, it's just useful to know!*
- Please select which days you are available to support the Luminarium Daedalite
 - Thursday 16th July 14:00– 18:00 (4hrs)
 - Friday 17th July 10:30– 17:30 (7hrs)
 - Saturday 18th July 09:30– 16:30 (7hrs)
 - Sunday 19th July 09:30– 14:15 (5.25hrs)
- On any given week, what tends to be your availability?
- If you have any qualifications or insurances like a DBS or First Aid, please let us know
These are aren't essential to be an event assistant, but are useful for us to know
[OPTIONAL]

IMPORTANT APPLICATION DATES & TIME

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[CLICK HERE TO APPLY](#)