

Head of Programmes

3 days (0.6 FTE), Permanent

Job Description

YDance is looking for an experienced and inspiring individual to lead on the development and delivery of high-quality dance projects, with a focus on our PERFORM and LEARN strands. This is a strategic and hands-on role, working across Scotland to strengthen YDance's national impact in dance for children and young people.

Main Duties

- Lead and manage a range of dance projects across the YDance programme, with a focus on the PERFORM and LEARN strands
- Oversee and manage project budgets in collaboration with the Artistic Director
- Line manage teaching staff, ensuring they are supported, motivated, and meeting YDance expectations
- Develop and maintain partnerships across Scotland, working with organisations in health, education, youth work, social justice, and the third sector to design new and innovative projects
- Monitor the quality of YDance's programme delivery and support the professional development of staff
- Evaluate and report on impact and reach to the Artistic Director, funders, and project partners
- Ensure implementation of all YDance policies and procedures, including safeguarding, risk assessment, EDI, health and safety, and environmental policy
- Work with the Marketing department to grow the reach and profile of YDance projects
- Plan and lead high-quality dance workshops for children and young people
- Manage and deliver accredited courses and awards (e.g. Dance Leadership Awards, Personal Achievement Awards)

Person Specification

Essential

- A degree, HND or equivalent qualification in dance (or significant professional experience)
- Significant experience developing and managing projects and workshops across varied contexts
- Extensive experience teaching children and young people in a range of settings
- Experience delivering professional training in dance teaching and inclusive practice
- Knowledge of monitoring and evaluation methods, with experience writing reports
- Experience of positive and supportive staff line management
- Knowledge and understanding of accredited courses including Award in Dance Leadership and Personal Achievement Awards
- Confidence representing YDance in both local and national settings
- Passion for youth, community, and educational dance
- Strong initiative, motivation, and the ability to manage multiple projects
- Ability to inspire and support other staff
- Understanding of equality, diversity, and inclusion
- Excellent written and verbal communication skills
- Strong time management and the ability to meet deadlines
- Computer literacy (Word, Excel, Outlook)

Desirable:

- Full driving licence
- Experience with the Scottish education system and curriculum for dance
- Knowledge of inclusive and trauma-informed practice in youth arts
- Experience creating safe and supportive spaces for participants with lived experience of trauma
- Experience representing arts organisations in national forums or conferences

Terms and Conditions

- **Salary:** £31,930 per annum, pro rata (based on 0.6 FTE)
- **Hours:** 22.5 hours per week, inclusive of a 30-minute paid meal break per day. Flexible working hours according to the demands of the post.
- **Work pattern:** 2 days in the Glasgow office, 1 day remote
- **Line management:** The post reports to the Artistic Director/CEO
- **Travel:** The role involves travel across Scotland; expenses will be reimbursed
- **Holidays:** 26 days annual leave (pro rata), including 5 days to be taken over the Christmas/New Year period, plus 11 public holidays (pro rata)
- **Time Off in Lieu (TOIL)** is available for additional hours worked. Overtime is not payable.

We actively welcome applications from people who are underrepresented in the arts sector, including disabled people, people from the global majority, and those from marginalised or minoritised communities. We are committed to creating a working environment that is inclusive, respectful, and supportive for all.

If you would prefer to apply in a different format — such as a video, voice note, or another method that better suits your access needs — please contact us at recruitment@ydance.org or call 0141 552 7712 and we'll be happy to support you.

To Apply:

Please send a CV and a covering letter detailing your relevant experience and reasons for applying to recruitment@ydance.org

- **Deadline:** 6 July at 5pm
- **Interviews:** 17 July, between 10am–5pm
- **Start date:** 18 August