



## **Job Title: Communications Officer**

**Closing Date for Applications:** Friday 25<sup>th</sup> February 2022

The Irish Street Arts, Circus and Spectacle Network are seeking a dynamic and motivated individual to join its growing team and play a key role in the future growth of these collective art forms across the island of Ireland and beyond. This is an exciting moment in the development of the network and of the sector, which has seen unprecedented growth in recent times.

ISACS are launching a new Strategic Plan for 2022 – 2025 later this month and are about to embark on a new phase of their journey.

This job provides an exciting opportunity to contribute to and shape the future growth of these artforms strategically and collectively. We are looking for someone who will enjoy being part of a small dedicated and highly passionate team.

You will be part of a friendly open and warm environment with a strong supportive ethos which aims to encourage every member of the team and of the ISACS Network to reach their full potential. This role is ideal for someone who is passionate about the arts, about community and who wishes to make a difference for themselves, for the arts and for those around them in a long-term way.

It is a part time role and will suit someone who is seeking a better work life balance.

**Reporting to:** The Executive Director of the ISACS Network

**Time frame:** Part time role (20 hrs per week)

**Salary:** €18,000 - 20,000 per annum dependent on experience. Statutory holiday entitlements apply

**Location:** Flexible

**Contract:** One year fixed term with a view to extending beyond contingent on funding

**Probation period:** Three month probation period pending appraisal

**NB:** The ISACS HQ is currently in Wexford town, Ireland. A regular commitment to being at the HQ for a portion of the monthly arrangements is preferable, as well as to being in attendance at other locations from time to time as part of the nationwide brief of ISACS.

### **Overview**

The ISACS network was formed in late 2010 in response to a recognised need for a representative body for this emerging and flourishing area of practice in the arts in Ireland. ISACS exists to increase recognition for Street Arts, Circus and Spectacle artists and companies in Ireland, to build capacity in the sector and to create a strong support structure for these art forms. Over the past ten+ years ISACS membership has grown from 10 to over 200 currently and continues to grow.

Irish Street Arts, Circus & Spectacle Network  
c/o Grey's Corner, Ferrybank, Wexford

[info@isacs.ie](mailto:info@isacs.ie)

[www.isacs.ie](http://www.isacs.ie)  
087 0541812

**Vision:**

To be a leading example of an artist first members network which supports and grows the street, circus and spectacle artforms of Ireland.

**Mission:**

Our mission is to **celebrate** our artforms, **advocate** for the policy and practical changes that will allow our artforms to flourish, **grow** our membership and **sustain** our organisation.

**Goals:**

ISACS' four main goals are –

1. **Celebrate** our Artforms sharing the history, value, and potential of our work
2. **Advocate** for the policy and practical changes that will enable a flourishing Street Art, Spectacle and Circus sector to thrive in Ireland
3. **Grow** our support to ISACS members to enhance their capacity to deliver high quality work and to sustain their livelihoods
4. **Sustain** our organisation through increased and diversified funding and enhanced human capacity

The Communications Officer will be a vital role in the Company, ensuring clear, accessible, informative and inspiring communications across all aspects of ISACS work. As CO of the ISACS Network, you will be a key member of our team. Your work will greatly enhance and support the identity and vision of the organisation and will be integral in enabling ISACS to achieve its goals.

We are also currently recruiting for the position of Operations Manager to commence simultaneously to this position. This means the ISACS team is set to double in size in 2022 and will constitute a significant step forward in the evolution of the ISACS network as a whole, transforming the work we aim to do.

**Responsible for:**

- Raising the profile of these art forms and the work of the ISACS network through inspiring and informed communications
- Devising and implementing ISACS marketing and communication strategies and methods to reach ISACS members, stakeholders, industry, media and the general public
- Initiating, gathering and distributing information on Street Arts, Circus and Spectacle sector across a broad range of topics.
- Connecting, supporting and communicating together with partners, funders and potential stakeholders

## Key responsibilities include:

- **Marketing, Communications, Social Media**
  - Devise, develop and implement a strategic marketing and communications plan for the ISACS Network
  - Communicate regularly with our members about upcoming opportunities, deadlines, training etc
  - Manage the development and implementation of ISACS Social Media, digital platforms and online content including but not limited to the ISACS website, SEO marketing, analytics & social media platforms
  - Generate ideas, create and execute inspiring pr and marketing campaigns
  - Manage, oversee and continuously source strong and fresh content
  - Monitor and improve results by utilising testing and analytics insights
  - Manage the end-to-end production of cost-effective high quality ISACS print materials including posters, flyers, reports etc and their distribution
  - Liaise with ISACS members to gather marketing information and materials for showcasing
- **Research & Data Gathering**
  - Research and distribute information, best practice documents of practical use to the sector in their daily practice ie: Tech specs, Contracts, Health & safety policies, Insurance statistics etc in ISACS communications
  - Identify, initiate & oversee new research and information gathering specific to the Irish Street Arts, Circus & Spectacle Sector
  - Utilise this research knowledge bank as an advocacy tool for the future development of the sector

## Person Specification:

The successful candidate will be motivated by the vision and mission of the ISACS Network. They will be a confident communicator with listening, interpersonal and networking skills. They will have the ability to clearly articulate the company's purpose and priorities and to effectively engage stakeholders.

The candidate will have some experience in a communications background either within the arts, community, non-profit or related sector. They will have a passion for the arts and a desire to contribute to the growth, development, and success of the ISACS network, with a particular enthusiasm to learn about the street, circus and spectacle art forms.

They will have social media and digital communication skills and will be familiar with maintaining and managing a Wordpress website. Experience in using design tools such as Canva will be an advantage, as well as experience in editing and copywriting. An interest in advocacy, policy & strategy is important.

*ISACS Network is committed to equality and diversity and welcomes applications from people of all genders, nationalities, races, cultural backgrounds, ages, religions, languages, different abilities, sexual orientations or socio-economic statuses.*

Please submit a letter of application accompanied by an up-to-date CV by email to [director@isacs.ie](mailto:director@isacs.ie)

**Closing date:** 5pm Friday 25<sup>th</sup> February 2022