



PRODUCER - EARLY YEARS

JOB PACK

wacarts.co.uk/vacancies
recruitment@wacarts.co.uk





Dear Applicant,

The Producer is a new role in the organisation to lead the development, delivery and embedding of Wac Arts' new **Early Years (Age 2-3)** creative strand.

Working closely with the CEO, the Producer will translate strategic ambition into high-quality, inclusive practice, while independently managing partnerships, artists, programme delivery and learning. The role is central to establishing Early Years as a sustainable, future-facing area of Wac Arts' work in the future.

For 47+ years, Wac Arts has provided a high-quality, affordable mixed Arts Programme for children & young people in and around Camden, enriching creativity from age 4, and playing a vital role in their artistic journey's. For 30+ years, we have also provided a dedicated activity for those with SEND. 1,100 children and young people participated in our programme last year alone. Our impact is rooted in strong relationships with participants and families. Many who join us at age 4 remain through their formative years and beyond, participating in various ways.

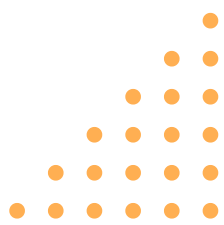
The role is initially offered on a 2-year fixed term contract (0.6 FTE) and may require some weekend and evening work.

We would particularly keen to hear from candidates who are women, and from those who are currently under represented in the cultural sector, and could provide the team the diversity in thoughts, lived experiences and skillsets that match the diverse community Wac Arts serves across London.

This pack contains further information about Wac Arts and the role. If you would like to have an informal chat about this opportunity, or have any queries, please feel free to contact us on recruitment@wacarts.co.uk. I look forward to receiving your application.

Kind regards,

Bhuvan A Sharma
CEO





ABOUT THE ROLE

KEY RESPONSIBILITIES

The following is an overview of the role. It is not an exhaustive list.

Programme Development & Delivery

- Lead the design and delivery of Wac Arts' Early Years creative programme across: Wac Arts HQ, nurseries, schools, family hubs and community / SEND settings
- Pilot, test and refine participatory Early Years models, responding to learning and evaluation
- Commission, brief and support artists, companies and facilitators with appropriate Early Years experience
- Ensure all activity meets high standards of safeguarding, inclusion, accessibility and EYFS-aligned practice
- Manage project management reporting with funder (Arts Council England)

Strategic & Organisational Development

- Work with the CEO to establish Early Years as a new organisational programme strand
- Embed learning from the project into Wac Arts' wider programme and business planning
- Contribute insight and evidence to future funding applications, partnerships.
- Support the CEO by independently driving delivery, reporting and partner relationships within the Early Years stream





ABOUT THE ROLE

KEY RESPONSIBILITIES

Partnerships & Place-Based Working

- Develop and manage relationships with early years settings, schools, family hubs, SEND organisations and community partners in Camden
- Work collaboratively with local authority, cultural and education partners to align provision and maximise reach
- Act as an advocate for Wac Arts within Early Years, creative education and family-focused networks

Sector Development & Workforce Support

- Develop opportunities for artists and facilitators to build skills in Early Years practice
- Contribute to and deliver CPD activity, mentoring and skills-sharing opportunities
- Play a key role in the planning and delivery of Wac Arts' Early Years Conference in year 2 of the project.

Evaluation, Learning & Reporting

- Work alongside the external evaluator to implement the Early Years evaluation framework
- Gather qualitative and quantitative insight from children, families, artists and partners
- Support Arts Council reporting and contribute to the final evaluation and learning report
- Help document and share models of practice through internal learning, sector events and digital content





ABOUT THE ROLE

JOB DESCRIPTION

Job Title:	Producer – Early Years Programme
Salary:	£24,000 (£40,000 FTE)
Contract:	Two years - Fixed term 0.6
Hours:	21 hours per week (excluding a one-hour lunch break).
Report to:	Chief Executive Officer
Working Days	Flexible as per mutual agreement (3 days a week)
Location:	Wac Arts (Camden)





ABOUT THE ROLE

PERSON SPECIFICATION

Candidates must have a clear understanding of and commitment to the aims of the Charity. Candidates will ideally possess and be able to demonstrate all or most of the following:

DEMONSTRABLE KNOWLEDGE AND EXPERIENCE

Essential

- Proven experience producing or managing creative programmes for Early Years (0–5)
- Strong understanding of Early Years pedagogy, child-centred and inclusive practice
- Experience working with artists, facilitators or creative practitioners
- Confidence managing multiple projects, partnerships and delivery locations
- Excellent communication and relationship-building skills
- Commitment to equity, access and the Creative Case for Diversity

Desirable

- Experience of Arts Council England-funded projects
- Knowledge of London's Early Years, cultural or education landscape
- Experience contributing to evaluation or action-research-based programmes
- Understanding of how new programme strands are embedded within organisations





HOW TO APPLY

Wac Arts are committed to the equal treatment of all current and prospective employees, starting with our application process.

We have implemented an anonymised shortlisting process. All applications must be submitted via our [online application form](#). Your application will then be anonymised for the screening stage.

You are unable to save the application as you work, so we recommend you prepare answers to the questions in advance.

You can access a copy of the application questions from our [website](#). We also accept audio recordings (MP3 file) or a video application of up to 3-4 minutes (MP4). If you prefer to apply using one of these formats, please contact us at recruitment@wacarts.co.uk for assistance.

Application deadline: End of day **Sunday 24th May 2026**.

Interviews will be held the week commencing **1st June 2026**.

Please Note: *We will evaluate applications as they come in, and interview candidates on a rolling basis. We may offer the role prior to the closing date, reserving the right to close this advertisement early. We encourage interested individuals to submit their applications promptly.*

If you would like a version of this pack in an alternative format (e.g. large text), please feel free to contact us and we will do what we can to support your request. Please call 020 7692 5800 or email recruitment@wacarts.co.uk using the subject heading "Producer – Early Years"





HOW TO APPLY

EQUALITY

As an equal opportunities employer, Wac Arts is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy or maternity, race or ethnicity, religion or belief, gender identity, marriage or civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join Wac Arts. We are looking for interest from people who reflect the diversity of London and the communities we serve.

At Wac Arts we strive to be a leader in diversity and inclusion. Reducing inequality is the cornerstone of our mission. It is vital that we understand the diversity of our own organisation accurately and at all levels.

As such, we would like to ask you to complete the optional form [here](#).

DBS STATUS

The successful applicant will be required to undertake a Disclosure and Barring Service (DBS) Enhanced Disclosure and appointment to this post is subject to Wac Arts being in receipt of a satisfactory DBS Disclosure, under section 115 of the Police Act 1997. We will arrange this for the successful candidate.





MISSION

Nurture children and young people's creativity through the arts.

VISION

- An organisation that is nationally recognised for its expertise in providing accessible arts provision, and for playing a significant role in the creative journey of children and young people.
- An organisation for, by and with communities to engage, enhance and elevate youth arts.

PURPOSE

To provide access to arts for children and young people, particularly those who are experiencing barriers to participation.

GOALS – 2024-27

- Continue to provide an affordable arts programme for children and young people, irrespective of their background or abilities.
- Further develop the young company offering in place as part of the arts programme.
- Continue to provide Continuing Professional Development opportunities for teachers, young artist practitioners and those who engage with children and young people in the arts.
- As custodians, manage the upkeep of the Old Town Hall building as a community asset.
- Continually develop an organisational culture that promotes the charity's values and principles of inclusion, collaboration, and staff development.
- Be a financially resilient and sustainable organisation.