

LATIN AMERICAN CREATIVE EVENTS COMMITTEE MEMBER APPLICATION PACK

THE ROLE

RESPONSIBLE TO: Communities Manager

Through The Welcome Project, Northern Stage seeks to engage with and celebrate the Latin American communities based in the North East through community and cultural events, academic collaboration and student participation with university partners, and engagement from the Latin American creative community.

Since 2023, Northern Stage has hosted Latin American community gatherings to celebrate cultural events. In 2026, we seek to engage a committee to help develop upcoming events for this calendar year.

COMMUNITY EVENTS COMMITTEE

The purpose of the Community Events Committee is to contribute to the development of creative ideas for community and cultural events, which can include music, performance, dance, arts and crafts, and other creative media.

The committee is managed by Northern Stage's Community Manager and made up of up to six creatives and/or community leaders from the Latin American communities living in Newcastle and the North East who have strong connections with diaspora communities and/or creative groups and experience in creating and producing community projects.

The committee will meet three times in the summer to explore and propose the concept for two community events aligned with the 2026 celebrations of Day of the Dead and Christmas, based on parameters shared by Northern Stage.

COMMITMENT & KEY RESPONSIBILITIES

Please consider the time commitment when submitting your application.

Committee members will be available to attend three meetings at Northern Stage on the following dates:

Week 1: Wednesday 22 July – 3pm to 5pm

Week 2: Wednesday 5 August – 3pm to 5pm

Week 3: Wednesday 12 August – 3pm to 5pm

The meetings are held at Northern Stage in a social and welcoming environment, so you'll meet a group of enthusiastic people and foster a sense of community.

Preference is to meet in person as the meetings will be in a workshop style; however, hybrid arrangements can be accommodated on a case-by-case basis.

Key Responsibilities

- Attend the three meetings as per the schedule.
- Actively contribute to the meetings with reflections, suggestions and ideas that can be developed into concepts for community and cultural events, based on timeline, budget, spaces, and other parameters shared by Northern Stage.
- As a team, develop and complete an event proposal for two events aligned with Day of the Dead and Christmas themes.
- Work alongside the Communities Manager to produce the events proposal.
- Adhere to Northern Stage's Safeguarding policy.
- Take part in planning and evaluation at the beginning and end of the project.
- After the completion of the terms aligned above, you will become part of the alumni cohort.
- As alumni, we hope you will continue to engage with Northern Stage and help us build connections with your communities.

Person Specification

This committee is for creatives and/or community leaders of Latin American heritage living in Newcastle and the North East, with at least five years of professional practice and a record of self-generating creative and/or community projects where they are the lead creative, producer, facilitator or part of the company delivering the project.

Candidates should possess the following:

- Permission to work in the UK.
- An ability to listen, communicate, and collaborate with people from a diverse range of backgrounds to develop a collective work.
- An understanding of, or an openness to learn about, inclusive practice and the barriers communities may face in accessing the arts.
- A passion for community engagement and participation through the arts, with an interest/practice in dance, music, performance, crafts, and other creative media.

TERMS AND CONDITIONS

RATES OF PAY

The standard rate for attending the three meetings, contributing to and completing the proposal is £180.

Full payment is contingent upon attendance. Members who attend all meetings will receive full payment; otherwise, compensation will be prorated based on the percentage of meetings attended.

Additional meetings requested by Northern Stage will be paid at a £20 meeting fee.

OTHER BENEFITS

- 25% discount in our Cafe Bar during the engagement period (22 July – 12 August 2026)

HOW TO APPLY

Please submit an application form where you will be asked to:

- Attach your CV (up to 2 sides of A4)
- Attach a short expression of interest (max 1 side of A4) detailing your experience and suitability for the role. (An introduction to who you are and your experience, your interest and suitability for the role, and your approach to working with community groups). *This may also be submitted as a video, up to 2 minutes long.*
- Link to any websites, portfolios or previous work/projects.
- Complete our freelancer Equality & Diversity Form.

If you need any support to help you apply, please don't hesitate to get in touch, and we will do our best to meet your needs. We particularly welcome applications from people

who are disabled, neurodivergent and people who are currently underrepresented in our industry. If you have any questions or would like an informal chat about this role before applying, please email:
welcome@northernstage.co.uk

Deadline for applications: **Sunday 12 July 2026**

All applicants will be informed of the outcome of their application by: **Wednesday 15 July 2026**

First meeting date: **Wednesday 22 July - 3pm to 5pm**

