

a kaleidoscope  
of writers



## Stranger Collective

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### **Creative Producer**

#### **The Lit Platform in collaboration with Stranger Collective Project Description**

**Project duration: January to June 2020 (flexible hours)**

**Project fee: £5,000**

#### **Context:**

We are thrilled to have been awarded project grant funding from Arts Council England to relaunch The Lit Platform. The Lit Platform's new publisher is Anna Kiernan, who will be working with the Stranger Collective team, Helen Gilchrist, Clare Howdle and Phylly Bluemel, to deliver an exciting programme of cultural events and publications over the next year.

#### **Aim:**

We are looking for a Creative Producer to support the delivery of our project objectives, which include (but are not limited to):

- Publishing: Commissioning work by artists and writers for an anthology.
- Publishing: Commissioning work by artists and writers for a quarterly digital magazine. (The first four issues have been scheduled and editors are in place.)
- Engagement: Through facilitated workshops run in conjunction with a number of partners, we will work with young people from disadvantaged backgrounds who have barriers to entry to the creative industries.
- Engagement: Re-branding and re-launching the Fiction Uncovered prize on the TLP website (this was previously sponsored by The Jerwood Foundation and run by TLP). The prize will be relaunched as a short story prize for under-25s from low socio-economic status backgrounds.
- Engagement: Piloting a mentoring scheme with shortlisted applicants to the Fiction Uncovered prize.
- Collaboration: Working with regional publishers to share best practice, develop projects and showcase work on TLP.

#### **A unique collaboration:**

Stranger Collective is a creative content studio that nurtures the very best talents and ideas to create words that count. A cluster of partners, associates, freelancers and staff writers with decades of combined experience under our belt, we work differently to get distinctively different results.

The Literary Platform was an internationally renowned agency working with books and technology. It was listed in the British Council Creative Economy's Top Ten UK Creative

Entrepreneurs (2013), and in the Guardian Professional/h.Club 100 'most innovative and influential' in the creative industries as well as the Fortuna 50 Index of the UK's fastest growing female-led small businesses (2015). For the last year, the site has been dormant. As the new publishers, we will rebrand and relaunch the platform, which will form a digital umbrella organization through which to publish and promote new writing and to engage with and mentor new audiences in the South West. Working with a brand-new team of collaborators, The Lit Platform will relaunch with a quarterly digital magazine called The Lit (first issue out at the end of November 2019).

This is an exciting opportunity to play a key role as part of the core delivery team for this project, working on everything from marketing and creative event production, to creative/ editorial support on an exciting range of publishing and writing initiatives, plus administration, planning, project and budget management.

**Creative Producer objectives:**

- Support the production and promotion of our new quarterly digital magazine, The Lit, which is being co-created with Venn Creative.
- Assist with the relaunch of Fiction Uncovered, a prize for underrepresented writers.
- Play a central role in organising and overseeing the successful delivery of the project, across all our issues and events, including workshops, launches and networking.
- Maintain a regular social media presence across TLP's social media platforms.
- Support the core project team through research, ideas generation/ contributing to brainstorming, preparing marketing materials, project management updates and meeting notes, and image research and management.
- Update the project budgets (with the support of Stranger Collective's bookkeeper)

**Nature of work undertaken:**

You'll deliver the objectives outlined above and take a proactive role in the running of the project.

Working closely with everyone in the Lit Platform team, you'll need excellent organisation and communication skills; be full of ideas and ready to put them into action, be confident working independently and dealing efficiently with a variety of tasks.

**Personal skills:**

**Essential Requirements:**

- Degree or HND (preferably in business administration, marketing, communications, journalism, publishing or related fields) or equivalent experience
- Excellent communication and problem-solving skills and able to work on your own initiative
- Strong digital/ IT and new media skills
- Excellent administrative skills
- Excellent, accurate spelling and grammar
- Diplomatic and with a positive approach to team working
- Able to prioritise a varied workload
- Approachable and confident in communicating with a wide range of stakeholders, associates and contributors
- A keen eye for detail

**Desirable Requirements:**

- Experience of working on own initiative, helping drive a project
- Event planning experience
- Experience working to tight deadlines
- Experience working on Arts Council England funded projects
- Print, web and multimedia production experience
- Ideas-driven and ability to execute ideas
- Full clean driving license
- Excellent writing and proofreading skills
- Up to speed with digital trends, demonstrating competence with the latest content apps and social platforms

**Hours/ mode/ location of work:**

It will be your responsibility to manage your hours, in line with the project fee and deliverables. The project already has a number of collaborative tools set up, including Trello and Slack, to boost communication and enable flexible working between a dispersed team with multiple separate commitments and roles.

The Creative Producer will be able to use the Stranger Collective office in Falmouth as needed, but can also work remotely. Regular contact/ face-to-face time will be important for the project's development, but we understand the need for flexibility on a project of this nature.

**Please note:**

We are particularly interested in applicants' ability, experience and potential, rather than solely their qualifications. We guarantee to interview all disabled applicants who meet the minimum criteria for the vacancies.

Should you be successful after the initial application stage, please discuss with us any reasonable adjustments to our recruitment process that you may require.

**Applications:**

To apply, please send your CV and a cover letter detailing why you think you're a good fit for this role (and our team) to [A.L.P.Kiernan@exeter.ac.uk](mailto:A.L.P.Kiernan@exeter.ac.uk)

Deadline for submissions: 29 November 2019.

Interviews: w/c 9 December