



Freelance Opportunity: QYAC Assistant

We are looking for a new Assistant to support the delivery of our Queer Youth Arts Collective (QYAC). This opportunity is open to people who are part of the LGBTQIA+ community and aged 18 - 24. The role will involve attending weekly sessions during term time and supporting meet-up days across the year. Weekly sessions are delivered online, with some participants attending from the Digi Room at Eden Court. As QYAC Assistant you will be required to support participants at Eden Court, and attend the online sessions from our building.

This is an exciting opportunity for an emerging LGBTQIA+ artist practitioner, an LGBTQIA+ artist looking to develop their practice in facilitation, or an LGBTQIA+ youth worker looking to explore arts-based approaches.

You can read more about QYAC [here](#).

What we are looking for

We are looking for an LGBTQIA+ individual aged 18 – 24 who has an interest in developing their facilitation skills in arts-based practices. You might be an emerging artist practitioner with little experience, or you might have experience of facilitating workshops and projects already.

You will be an advocate and ally to the LGBTQIA+ community and will have a desire and interest in working with young people.

We welcome interest from all sections of all communities and cultural backgrounds, and candidates with disabilities.

Desirable experience, knowledge, skills + qualities

- An interest in the arts, whether that be theatre, film, visual art, dance, crafts or something else
- The ability to communicate clearly, in whatever format works best for you
- Good IT skills, including Zoom, using the internet, using email
- Knowledge of Discord is advantageous, as the group make use of this platform
- Committed, self-motivated with excellent interpersonal skills

- An understanding of neurodivergence will benefit the QYAC Assistant as many of the young people are neurodivergent

Duties + responsibilities

- Attend weekly QYAC sessions and full-day meet-ups to support the Lead Artist
- Set-up the Digi Room for weekly sessions, ensuring participants have access to Zoom and any required materials (training will be provided)
- Be available on radio should there be a first aid incident (training will be provided)
- Lead the participants safely out of the building in the event of an evacuation (training will be given)
- Work with the Lead Artist to plan sessions and progress to leading some activities
- Communicate clearly and in a timely manner with the Lead Artist, Head of Engagement and Engagement Programme Co-ordinator

Freelance employment details

Role	QYAC Assistant
Fee	£20 per hour / £120 per day
Contract term	12 months freelance from late April 2024 to late March 2025
Payment terms	You will invoice us for your payment and we will pay you within 28 days of receipt of your invoice. You will be responsible for your tax and National Insurance contributions.
Hours	Weekly sessions of up to 3 hours per week on Thursdays during school term time (up to 32 weeks per year) and additional full day meet-ups (up to 3 per year on Saturdays or Sundays)
Location	Eden Court, Bishops Road, Inverness, IV3 5SA
Department	Engagement
Line manager	Head of Engagement

How to apply

If you'd like more information or have questions to ask, we'd love to hear from you. You can send a confidential e-mail to Lucy McGlennon, Head of Engagement, at lmcglennon@eden-court.co.uk.

Please apply by sending a recent CV, and one of the following options, detailing why you are interested in the role, your relevant experience and why this opportunity is for you to jobs@eden-court.co.uk:

- a letter (printed or emailed) of no more than 500 words
- a video that of no more than 3 minutes
- a voice recording of no more than 3 minutes

Large file sizes can be sent to jobs@eden-court.co.uk using [WeTransfer](#).

Please make sure your files are all clearly titled (with your name). If you are sharing your video via a link, please upload a named file containing that link.

Everyone will be considered equally, regardless of how they choose to apply. We will back in touch with everyone who applies by email. We do not intend to interview for this role.

Application deadline: Fri 19 Apr, 12pm

QYAC is funded by:

