



2 October 2020

Dear Applicant

Thank you for your interest in the post of **Take Art Marketing and Audience Development Manager (P/T)**.

Documents relating to this post include:

- An Application Form
- The Job Description for the post
- An Equal Opportunities Form

The annual salary for this post is between £21,000 to £23,000 pro rata depending on experience. If you decide to apply, having read all the enclosed information, please do so by sending your completed Application Form to Ruth Copping at the address below or by e-mail to: ruth@takeart.org.

The closing date for receipt of applications is **Thursday 29th October 2020** and the interviews will be held on Friday 13th November. We will notify you by Friday 6th November if you have been invited to interview.

The interviews will take place at Take Art's Covid secure office and all current government guidelines will be adhered to.

Take Art is committed to equality and strives to create a diverse and inclusive working environment that reflects the diversity of the UK population. Our recruitment process is open to all but we particularly wish to encourage applicants from backgrounds that are currently under-represented within the sector as well as our organisation. We value the positive impact that increased diversity will bring to our organisation.

If you have any queries regarding this post please call me on 01460 249450 or by email at alison@takeart.org. Further information about Take Art is available on our website: www.takeart.org.

We look forward to hearing from you.

Yours Sincerely,

Alison Lord
Dance Director, Take Art

rural touring early years theatre dance music

01460 249450 info@takeart.org www.takeart.org
Take Art Ltd. The Mill, Flaxdrayton Farm, South Petherton, Somerset TA13 5LR

Registered Charity 298671 Registered in England 2203943