

FEBRUARY 2019

Lighthouse

POOLE'S CENTRE FOR THE ARTS

RECRUITMENT PACK



01202 280000
www.lighthousepoole.co.uk



Supported using public funding by
**ARTS COUNCIL
ENGLAND**



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Charity Registration Number: 275961

A WELCOME FROM THE CHIEF EXECUTIVE >

Lighthouse plays a vital role in Poole and the South West as a nationally important cultural building where creative work is made, rehearsed, discussed, shared and presented and where many people get their first chance to experience live arts. It is a place where the community can present their work, where entire schools can showcase their talents in a professional performance environment – an experience never to be forgotten in anyone’s lifetime.

It goes without saying that success takes hard work, commitment, professionalism, integrity, innovation and creativity. We expect that from everyone and we all regularly go the extra mile to achieve this, regardless of what part we play. Everyone’s role is vital to our success which comes when we apply our skills, talents and expertise to create a vibrant, exciting and innovative venue for our community.

We will strive to ensure that working at Lighthouse will give you a lively, interesting place to work, a venue where you can develop your experience and skills and an environment where you can be part of our special arts community.

A place where you can make a difference.

I wish you every success with your application.



Elspeth
Chief Executive Officer (CEO)



Our Vision -
To be the
leading regional
Arts Centre in
the South West

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YOUR APPLICATION >

Thank you for your interest in working at Lighthouse. We hope that this pack will provide information to assist you in completing your application. Please feel free to contact our Human Resources Team should you require any further information.

This pack contains:

- + Information on Lighthouse, Poole and Dorset
- + Our Vision, Mission and Operating Principles
- + Objectives
- + Our Structure
- + Visit Lighthouse

APPLICATION PROCESS

To apply for this role, please send your CV and a letter of application (not more than 1500 words) detailing your skills and experience and how they relate to the person specification. Please email your CV and covering letter to:

hr@lighthousepoole.co.uk

CONTACT

If you wish to discuss the role further contact the HR team on 01202 280000.



Entertain,
Stimulate
and Inspire...

OUR HISTORY >



Lighthouse, Poole's Centre for the Arts started life as a big ambition to inject culture into the Poole community. 32 years later our big ambitions are still going strong. And we're just getting started.

Opened in 1978 as Poole Arts Centre, we were created in response to a lack of cultural facilities in South East Dorset. Conceived, designed and delivered by an ambitious local authority keen to invest in cultural provision for its community the Centre was unrivalled in the region for the opportunities it presented to experience such breadth and such quality all under one roof.

Poole Arts Trust was set up as a company limited by guarantee and registered as a charity with a board of voluntary directors to operate and manage the venue. The trust was and still is linked to the Borough of Poole through the provision of financial support, in the form of a generous annual revenue grant to assist with the operation of such an ambitious undertaking.

In 1998 Lighthouse attracted its first revenue funding from Arts Council England and first started undertaking education work in order to increase its impact and value it added to the community.

Having celebrated its 21st year of operation in 1999 the venue underwent a £9.5 million transformation to bring the facilities up to date technically and to upgrade the public areas. Re-opened in October 2002, the centre was reborn as Lighthouse, Poole's Centre for the Arts.

Art installations came in the form of a specially commissioned bar and an all new imaginative facade to the building that comes alive at night with an impressive display of lighting. The light installation expresses the spirit, function and the form of the building. The aim is to convey a sense of live performance and optimism through intense animated colour.

The first floor bar is a work of art in its own right, the result of an international arts competition, the winner, Danny Lane (well known for creating work out of stacked glass such as the wave wall at Canary Wharf) designed and made the bar out of 4.5 tonnes of stainless steel.

Lighthouse is proud to be the home venue of Bournemouth Symphony Orchestra.

'The Lighthouse Poole is truly a gem of a place... Being the biggest arts centre outside of London makes it a precious and prestigious venue for artists of all kinds and we are privileged to have it on our doorstep.'

P.Lite TripAdvisor November 2014



READY FOR THE FUTURE >

During the summer of 2017 a programme of capital works has delivered a range of improvements across the building including the transformation of the Sherling Studio, the main entrance moved to a central position with clear glazing installed in the foyer, the creation of a new education and rehearsal space, a new stage door entrance, updated dressing rooms, a Green Room and improved security.

The flat floor mechanism in the Concert Hall has been overhauled, new plumbing means we have drinking water on tap throughout the building and a number of other improvements have increased our energy-efficiency resulting in significant cost savings.

The audio and light systems were updated with state-of-the-art equipment in 2016 and 2018 in both the Concert Hall and Theatre. A new rehearsal/classroom space has been created on the first floor and the existing function rooms refurbished to modern high-quality conferencing standard with better acoustics and sound insulation, improved sound systems and digital screen facilities.

Lighthouse has a national and local responsibility to deliver a diverse programme that appeals to a wide, socially and geographically diverse audience and as a presenting venue, play an important role for the delivery of the national and regional arts strategy, providing an integral economic and cultural profile of both the town and the wider region. The organisation is committed to providing a welcoming and accessible building for our community to engage with the arts and to provide a programme for learning and participation across all ages, but specifically for children and young people.

Lighthouse offers community groups a professional stage on which to perform and is also home for organisations who provide entry level training in theatre and dance. Our role as a cultural leader has been evolving and we are playing an increasingly important role to support and enable the creation of work and the development of artists whose talents we wish to support and develop with a focus on South West based artists

In 2018, Lighthouse celebrated its 40th Birthday, our big ambitions are still going strong. And we are just getting started...



'We are incredibly lucky to have such an international cultural centre in our midst. Lighthouse has a superb programme of events throughout the year aimed at families, art buffs, culture vultures and just plain movie fans such as myself who enjoy seeing something a little off the beaten track.'

Gill M, Trip Advisor

OPERATING PRINCIPLES >

Our values set out the way we will work to achieve our objectives and will define us as an organisation. The following principles will drive our decisions and delivery in all areas of the business.

EXCELLENCE, INSPIRATIONAL, QUALITY

The work we create, and present has 'Arts' at the heart and should always be of a high standard in all aspects of its delivery, from the artists we choose, our production values and how we as an organisation deliver our business. We wish to inspire in all that we do; within our programme, our business practices, between colleagues, as an exemplar in our sector/ town. We aim for a world class standard and integrity, and this will mean declining to promote work which is not consistent with our mission. We aim to deliver a high-quality experience in all that we do to include operational delivery, customer service, business process and IT systems. We recognise our staff and artists are a core asset in delivering this. Evaluation of our work will measure our levels of success.

Mission

To be a place where people can encounter great artists and their work through a high quality arts programme within an important iconic building, that will inspire, educate and entertain our community and the wider region of Dorset.



OPERATING PRINCIPLES >

WELCOMING, POSITIVE

We are a welcoming, friendly, accessible destination for artists, audiences and building users. We value a strong sense of community and our programme and facilities provide opportunity for many local and regional community groups. We are rooted in Dorset and have a loyal local following who love and value Lighthouse. We are a family friendly organisation and this principal is extended to all aspects of our business. We will ensure a customer focus in everything we do for audiences, internal customers, businesses, the artistic and cultural community and the broader community.

INCLUSIVITY, DIVERSITY

We embrace individuality and diversity of cultures and aim to be accessible for audiences and the whole community. We believe that the power of creativity embraces all cultures, social backgrounds and beliefs and that bringing together different groups in our region will make a positive change in our community. We will celebrate talent and differences with a programme that is wide and representative of the diversity of the UK. We will reflect diversity in our people and create a sense of inclusion among audiences, staff, volunteers and board.

SUPPORTIVE PARTNER

Partnerships are critical to our success and to the enrichment of our work. We will be a supportive partner to enable collaboration and actively work with existing and new partners to both create and deliver our programme. We aim to offer many opportunities for local young people to experience the arts and will support the delivery of those offering training in drama and dance particularly. We support local companies and business and make a significant contribution to the economic development of the region.

Vision

To be the leading regional Arts Centre in the South West of England, with national profile for live events, film and visual arts, providing a dynamic, world class cultural facility for Poole, Dorset and the Sout West.



LEARNING ORGANISATION

We place learning at the core of what we do for all ages and abilities. Learning and Participation (L&P) is an integral part of the delivery of Lighthouse's ambitions both in terms of cultural learning, skills development, audience development and engagement. Inspiring and engaging children and young people is a special focus for us and we do so by offering opportunities for formal and informal learning through participation, performance, seeing and hearing work and embracing new ideas. We aim to be a good and supportive employer and our staff are encouraged to develop skills and expertise.

AMBITION

Our ambition for business development, financial results, artistic projects, and long-term goals and aspirations are high. We aim to reach the unachievable in some areas, and to remain ambitious in our thinking and delivery.

SUSTAINABLE

Our business must be financially sustainable and the choices that we make around our programme, our trading and our recruitment must reflect this value.

We aim to be environmentally sustainable and to reduce our environmental impact in all areas possible.

OBJECTIVES >

SUPPORTING THE CULTURAL STRATEGY FOR THE REGION

- + To play a key role in supporting and delivering the cultural strategy to create an extraordinary artistic landscape in Dorset and the South West.
- + To develop our voice and influence.
- + To raise the profile of the organisation locally and nationally.

DELIVERING A BROAD ARTISTIC PROGRAMME

- + To present a year-round programme of music, theatre, dance, light entertainment, children's theatre, circus, comedy film and visual art that reflects our values, delivers on our funding agreements, whilst contributing to our economic model.
- + High quality arts remains part of the culture of Poole/ South West and that a broad range of people can encounter great artists and their work without leaving the county.

CULTIVATE TALENT DEVELOPMENT

- + To support and enable the creation of ambitious creative work that would not otherwise be made.
- + To support and nurture artists to develop their practice.
- + For the Sherling Studio to become known as the hotbed for artist development in the South West.

AUDIENCE ENGAGEMENT AND DEVELOPMENT

- + To offer audiences and customers a world class programme /venue experience and opportunities for learning.
- + To develop the audience reach across the region and beyond.
- + To increase the number of attendees by 2% and increase sales income in line with the annual business plan targets.
- + To undertake full evaluation of audiences.
- + To deliver on the new digital strategy.

MAINTAINING A WORLD-CLASS VENUE

- + To operate and maintain an inspiring world class public building.
- + To plan for and deliver continual development of the building and to deliver our commitment to sustainability and diversity.
- + To provide an inspiring workplace for our employees and learning for development.
- + Revising staff structure, with talented, ambitious and engaged people.

FINANCIAL RESILIENCE

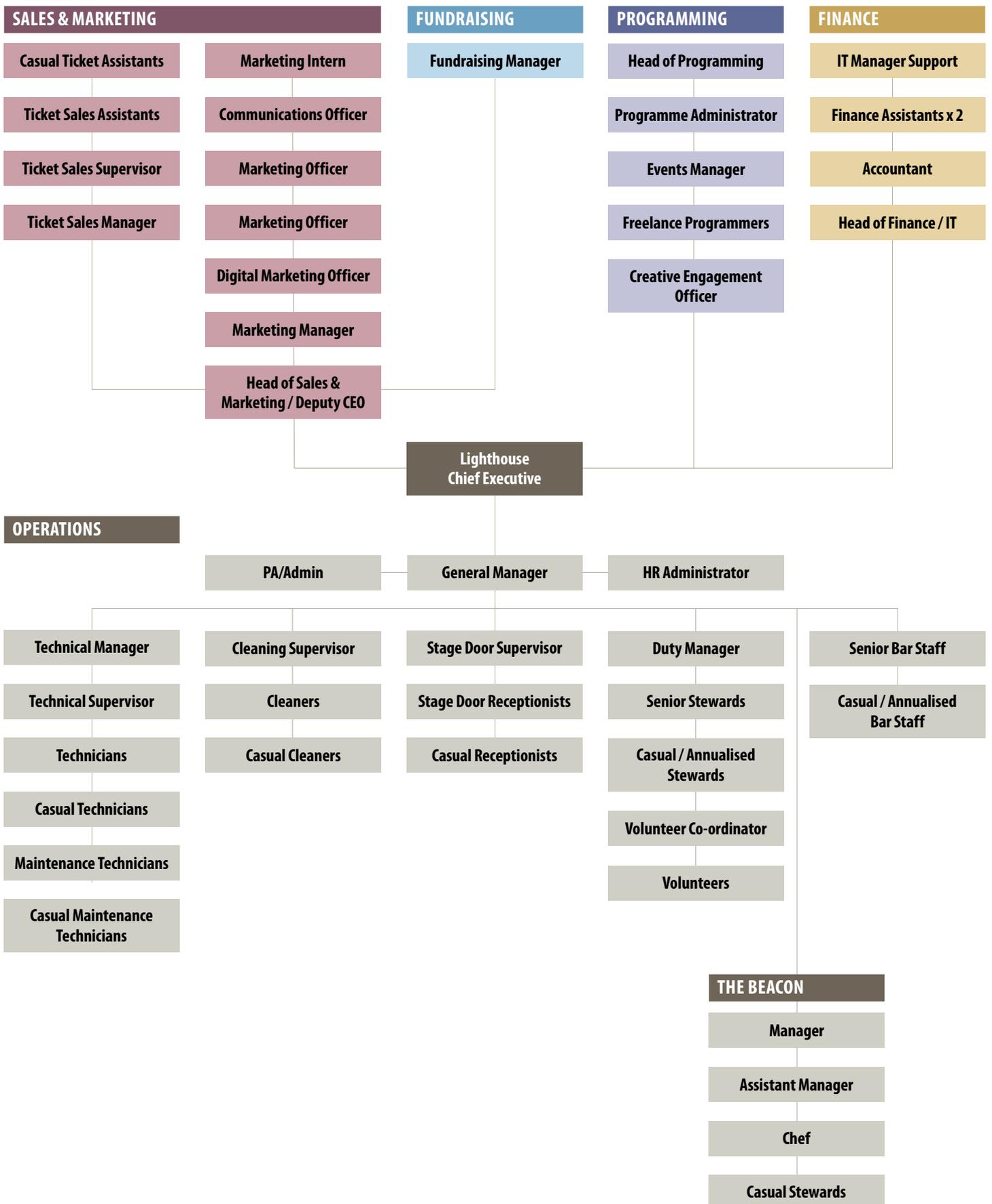
- + To be profitable, sustainable, robust and financially fit and improve the long-term security in a climate of economic uncertainty.
- + To grow and increase retained reserve, by a minimum of 100k over the four years.
- + Improve business sustainability by applying marginal gains strategy in all areas.
- + Investment in people to deliver the business plan effectively.

'The successes we have achieved – despite the financial squeeze – have been because the work we deliver meets the needs of audiences for the best national work to be presented at a local level.'

Elsbeth McBain CEO



OUR STRUCTURE >



GETTING TO LIGHTHOUSE >

BY ROAD

From London - 2 hours

From Bristol - 1 hour 45 minutes

From Southampton - 40 minutes

From Bournemouth - 10 minutes

Travelling west on the M27 the road becomes the A31 bypassing Ringwood, Ferndown and Wimborne Minster. Remain on the bypass until reaching the roundabout junction signposted the A349 Poole town centre and ferry port.

Follow the A349 and ferry signs until reaching the roundabout signposted the A350 Poole town centre. This roundabout has the Poole Fairway marker buoy in the centre of it.

Turn left here onto the A350 (Holes Bay Road). Follow the dual carriage way which skirts the bay. At the next roundabout at the end of Holes Bay Rd turn left onto the flyover and move to the right hand lane. At the next roundabout turn right and within a minute you will see Lighthouse on your left.

CAR PARKS

There is plenty of car park space very close to Lighthouse. Parking is available at The Dolphin shopping centre multi-storey over the road from Lighthouse and the level access car park directly opposite. There is also a car park located at the Dolphin Swimming Centre next to Everyone Active, only a five minute walk away.

Disabled parking is available directly outside Lighthouse.

Limited staff parking is available within the artists car park.

BUSES

Lighthouse is opposite Poole bus station with an underpass or a level access crossing providing easy access across the road.

AIRPORTS

Bournemouth International Airport is approx. 9.5 miles from Poole.

Southampton Airport Parkway is a 45 minute train journey direct to Poole rail station.

RAIL

Poole Railway Station is in the town centre a 5 minute walk from Lighthouse. Follow signs to 'Arts Centre' which take you through the shopping centre to the bus station. Lighthouse is opposite the bus station.

South West Trains run a half hourly train service to Poole from London Waterloo with a journey time of around 2 hours.

GOOGLE MAPS

[Click here](#) to view our location on Google Maps

ADDRESS

Lighthouse
21 Kingland Road
Poole
Dorset BH15 1UG

TELEPHONE NUMBER

01202 280000

WEBSITE

www.lighthousepoole.co.uk

FACEBOOK

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TWITTER

[@lighthousepoole](#)

Lighthouse

POOLE'S CENTRE FOR THE ARTS



Company Registration Number: 1368325
Charity Registration Number: 275961

Registered and Principal Office: Lighthouse, Poole's Centre for the Arts,
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