



Ignite! Creative Sparks Workshop Leader

Core details

Role: Creative Sparks Workshop Leader

Reporting to: Ignite! Programmes Manager

Contract type: Freelance, 4 hours per session per week, term time, Fixed-term until December 2025/March 2026 (depending on which sessions)

Pay: £25 p/h

Closing Date: Sunday 1 June 2025

The Role

We have a brilliant opportunity for a creative practitioner, playworker, educator or workshop session leader to work with us on our Creative Sparks programme.

You will have an essential role in planning and delivering sessions for the Creative Sparks programme.

Job Description

- Work with the Ignite! programmes team and other Creative Sparks Workshop Leaders to plan and deliver engaging sessions on the Creative Sparks programme, supporting children to develop their self-confidence, sense of pride/self-belief and language/communication skills through creativity and curiosity in line with Ignite!'s vision, mission and values
- Bring own ideas and creativity to the team
- Source equipment and materials for sessions
- Maintain a high-level of observations, record-keeping, and reporting for evaluation and monitoring purposes;
- Deliver the programme in line with our key policies: Safeguarding, Health & Safety, Equal Opportunities



Dates/Times

The session times are:

Mondays at Meadows Library (NG2 2DR), 3.30pm - 5pm

Tuesdays at St Ann's Library (NG3 3GG), 3.30pm - 5pm

Tuesdays at Asylum-seeker accommodation in Sneinton, 4pm - 5.30pm

Wednesdays at Strelley Road Library (NG8 3BJ), 3.30pm - 5pm

Thursdays at Asylum-seeker accommodation in Nottingham City Centre, 4pm - 5.30pm

The sessions run in term-time only. We are flexible on which sessions the Creative Sparks Workshop Leader will deliver - this could be either one or multiple. Please let us know in your application which sessions you would be able to support.

The 4 hours per session includes both session delivery and prep and planning time. Prep and planning can be completed either remotely or in our office at Cobden Place.

Candidate profile

This is an exciting and rewarding opportunity for an experienced individual to apply a broad range of skills and experience to a programme running on a weekly basis making a real difference to children's development.

The essential experience, understanding and knowledge criteria for this role are:

- Experience of engaging with children and/or young people with creative activities outside of the classroom
- Strong understanding of safeguarding
- Understanding of monitoring and evaluation
- Experience of working with small charities
- Ability to bring fresh, creative ideas to the programme

Application Process

Closing date for applications: **Sunday 1 June 2025**

Please apply via email only. Send a **CV and covering letter** explaining how your motivations, skills and experience are an excellent fit for this post, and provide details of which sessions you will be able to support. Applications or enquiries should be sent to our Operations Manager, Sarah Walley - recruitment@ignitefutures.org.uk



Interviews are expected to be held between Monday 9th and Wednesday 11th June at Ignite!'s offices in Nottingham City Centre. Further details will follow to shortlisted candidates.

If successful, the offer of the role will be subject to satisfactory references, and an Enhanced DBS (Disclosure and Barring Service) check and clearance in line with our Safeguarding Policy.