



**STRATEGIC LEAD, CREATE SOUTH EAST**  
**FREELANCER, PART TIME 2 DAYS PER WEEK**

Creative UK is the independent network for the UK Creative Industries. We connect, invest in and support great ideas, champion brilliance and fight for the opportunity for all to thrive creatively.

Create South East is a consortium of businesses, agencies and local government bodies who have come together to work with national statutory agencies to deliver the South East part of the national Create Growth Programme. Creative UK has been appointed lead delivery partner for Create South East, recruiting and hosting a Programme Team situated in the South East.

More information about Create South East can be found [here](#). More information about the national Create Growth Programme can be found [here](#).

A key aim of Create South East is to enable creative businesses to explore and secure commercial investment opportunities. Create South East will become a regional hub of programme activity that will enable businesses to be ready for investment and facilitate access to additional funding from [Innovate UK](#) and commercial investors.

Our Strategic Lead will operate at the heart of this programme. The ideal candidate will be a first-class stakeholder manager. You will have the ability to inspire confidence and build trust with strong networks in the South East. As our Strategic Lead you will influence and develop the design and delivery of the Create South East programme and be accountable for consulting with the steering group and championing the programme locally and nationally.

**LOCATION:** Based in the South East: Essex, Kent, Sussex. We operate a flexible hybrid working policy, this role will require remote working with the scope to explore office space in a Delivery Partner Organisation as part of the developing activity. Candidates should have a willingness to travel across South East region

**FEE:** up to £280 per day

**CONTRACT:** average 2 days per week, fixed term to March 2025

**TO APPLY:** Email your CV, cover letter and/or 1-2-minute video link\*\* to [jobs@wearecreative.uk](mailto:jobs@wearecreative.uk) by **20<sup>th</sup> March 2023 midday**. Please complete our anonymous diversity and inclusion [survey](#). Interviews will take place by video conference between 27<sup>th</sup> March to 10<sup>th</sup> April 2023 (exact dates tbc), immediate appointment preferred.

*\* fee is inclusive of any applicable VAT, leave and benefits*

*\*\* Video link optional. Creative UK is an inclusive recruiter and happy to make adjustments to our selection process by request*

**Responsible to:** C.UK Lead Programme Manager (Line Manager) and Consortium Steering Group

**Responsible for:** Delivery Group

**SERVICES:**

The Strategic Lead will be responsible for overseeing the strategic delivery of the Programme.

Key services will include:

- Leading the strategic direction of the Programme.
- Liaise with partners (steering group, delivery partners, Innovate, KTN etc), ensuring that the aims and objectives of the programme application are delivered with efficiency and maximum impact.
- Ensure KCC receive relevant and timely information for DCMS and internal reporting (in a format that is compatible with internal reporting systems).

- Champion the Programme locally and nationally to business and investor communities.
- Flags challenges and opportunities for the Programme and make recommendations to the steering group as to how they might be resolved/realised.

Attend relevant meetings with all stakeholders, to ensure a fully integrated, value-added approach to business support activity across the Programme.

Research programme contributors and suppliers, with an emphasis on those who evidently pursue sustainability and ethical best practice.

Maintain an up-to-date knowledge of business growth, key players, opportunities, finance, training initiatives, including undertaking appropriate research as requested.

Retain files where required alongside the grant system which are high quality and compliant for audit and archiving as an evidence base

*To undertake any other duties as may be reasonably required. This service description is not intended to be either prescriptive or exhaustive; it is issued as a framework to outline the main areas of responsibility at the time of writing*

*All workers must develop Creative UK's commitment to equal opportunities and promote non-discriminatory practices in all aspects of work undertaken.*

#### **Essential Experience, Knowledge and Skills:**

- Demonstrable track record of success in managing multi-partner projects
- A good working knowledge of the creative sector and broader business growth landscape
- A demonstrable knowledge of the creative sector in the South East
- Strong written and verbal communication skills, able to build relationships and work well with internal and external stakeholders
- Effective time management and organisation skills
- High level of competence with Office365, experience of using a CRM

#### **Desirable Experience, Knowledge and Skills:**

- Strategic management of a project or programme
- Experience of working with public-sector funding
- Experience of working with commercial investment
- Business support management
- Line management

#### **KPI's**

- Stakeholder engagement
- Participant engagement & growth

**TO NOTE:** As a freelancer you will be expected to use your own tech hardware. You will be provided with a mailbox and access to required data .

#### **OUR VALUES**

All our employees will be expected to demonstrate behaviours associated with our company values. Our values drive the way we work; how we do things is just as important as what we do.

- ✓ We join the dots; collaboration is in our DNA
- ✓ We support and empower; we are here to make a difference
- ✓ We are curious, open & honest
- ✓ We celebrate difference & value equality of opportunity

*Diversity Changes Everything: We value difference and celebrate the creativity that it brings.  
We are committed to improving diversity and inclusion across our organisation and industry by championing a variety of backgrounds, perspectives, identities and talents.*