



European Union

European Regional
Development Fund

EST 1892

LSBU

ERDF Lead Community Manager, Maidstone Hub - R&D-4-SMEs (REQ5026)

FTC up until March 2023

The Project

London South Bank University (LSBU) is leading a £6.2m partnership to create an network of Editing and Post Production (EPP) hubs across the [South East Local Enterprise Partnership](#) area. The project which is part funded by European Regional Development Fund (ERDF) will promote research and innovation in the manipulation of screen-based images for television, film, gaming, advertising, and corporate communications. This can include 'Pre-visualisation' techniques or post live-action shoot adjustments using animation, Visual Effects (VFX) and Computer-Generated Imagery (CGI). The project will be delivered from three production Hubs and each will have a studio, two edit suites, a co-working space; a fast internet connection and cloud computing to enable small, medium and micro businesses to extend their client base nationally and internationally. The hubs will be located at Folkestone's Glassworks Centre led by Screen South, at the new Creative Arts Building at Canterbury Christchurch University and at Maidstone TV Studios led by LSBU.

Why choose us?

London South Bank University has a proven track record of delivering impactful support directly to London's business community (www.sbi.business). This role will sit within the Strategic Projects team within South Bank University Enterprises Limited (SBUEL), a wholly owned subsidiary of LSBU, but will entail working closely with the School of Arts and Creative Industries (<https://www.lsbu.ac.uk/study/study-at-lsbu/our-schools/arts-and-creative-industries>).

The award-winning Strategic Projects Team is responsible for delivering a significant portfolio of Innovation and Business Support programmes aligned with LSBU's civic mission and vision. These programmes have established LSBU as the leading provider of European Regional Development Funded (ERDF) funded programmes in London. The School of Arts and Creative Industries has an established track-record of delivering courses, research, and enterprise from state of the art studios just behind central London's South Bank. The School has internationally recognised research and enterprise excellence in science and technology blended with the creative arts. We work with some of the capital's major art, media and performance institutions through collaborative grants and research funding. This project will

extend our reach across the South East of England. The role will be based at our campus just behind London's South Bank Cultural district and will be some travel to Maidstone, Folkestone, Canterbury, Hastings, and Southend. You will enjoy flexible working with a creative and dedicated team of hard working and fun people.

You will be entitled to:

- Up to 8% performance-related annual bonus
- One-month free gym membership and discounted membership rates
- Access to our cycle-to-work scheme
- Commuter season ticket loan
- Flexible working

The Role

The Community Manager Maidstone Studios, will work to the Project Manager alongside the Technology Manager of the Maidstone Hub within the Maidstone Studios production centre (<https://www.maidstonestudios.com/>). The Maidstone team will work under the Project Manager who will oversee all three Hubs. The Community Manager role is to engage with and recruit Small to Medium-sized businesses onto the programme working with industry specialists and university researchers who will undertake research, development, and innovation. He/she will oversee a recruitment strategy for SMEs and organise recruitment events and workshops at the Maidstone Studios, and occasional events in Southend, Hastings and London South Bank University. The Community Manager will publicise events and update the project website, project newsletters and social media, sharing information across the Network. They will have regular meetings with the two Community Managers working in the Canterbury and Folkestone Hubs with whom they will share common tasks.

As there are a lot of events to manage and deliver for this post for the foreseeable future and at least until spring / summer 2021, these events will be delivered online and this requires experience of delivering events and workshops online.

Your profile

You will be an experienced events organiser, able to communicate well across social media and all other means. A strong candidate will be able to show an interest and experience of working in the Creative Industries, particularly in film, television, live streaming, or post production environments. You will have a passion for supporting innovation and enterprise and excited about being part of a creative community. You will be used to problem-solving and thinking on your feet. We seeking candidates who have excellent personal skills and who are used to working with small to medium-sized businesses. You will be a good team player who is able to keep the longer-term goals in mind, and a self-starter. Please see person specification for more detail.

Please [click here](#) to understand our Values and [who we are](#).

To apply, please upload a copy of your CV and a cover letter outlining how you meet the selection criteria and the LSBU Values. Include in your cover letter your motivation and reason for applying and your strategic career plan.

Please click on the link above to view the Job Description and Person Specification (Right click and select 'open in new tab' option - Please note that it has been reported that the iTrent system does not operate correctly on Safari

Please Note: The Job Reference number for this post is REQ5026

Closing date: Monday 19th October 2020

Interviews: W/c 26th October 2020

We welcome applications from suitably qualified people from all sections of the community in our desire to reflect the diversity of the community we serve.

During the unprecedented situation of Corona Virus (COVID-19), we want to provide some assurance that where possible we are continuing with recruitment to our vacancies and look forward to you applying. Emails will be used to correspond with applicants, please ensure that you use an email account that you regularly monitor. We have provisions to conduct interviews remotely and will direct you to the relevant video interviewing system via email.