

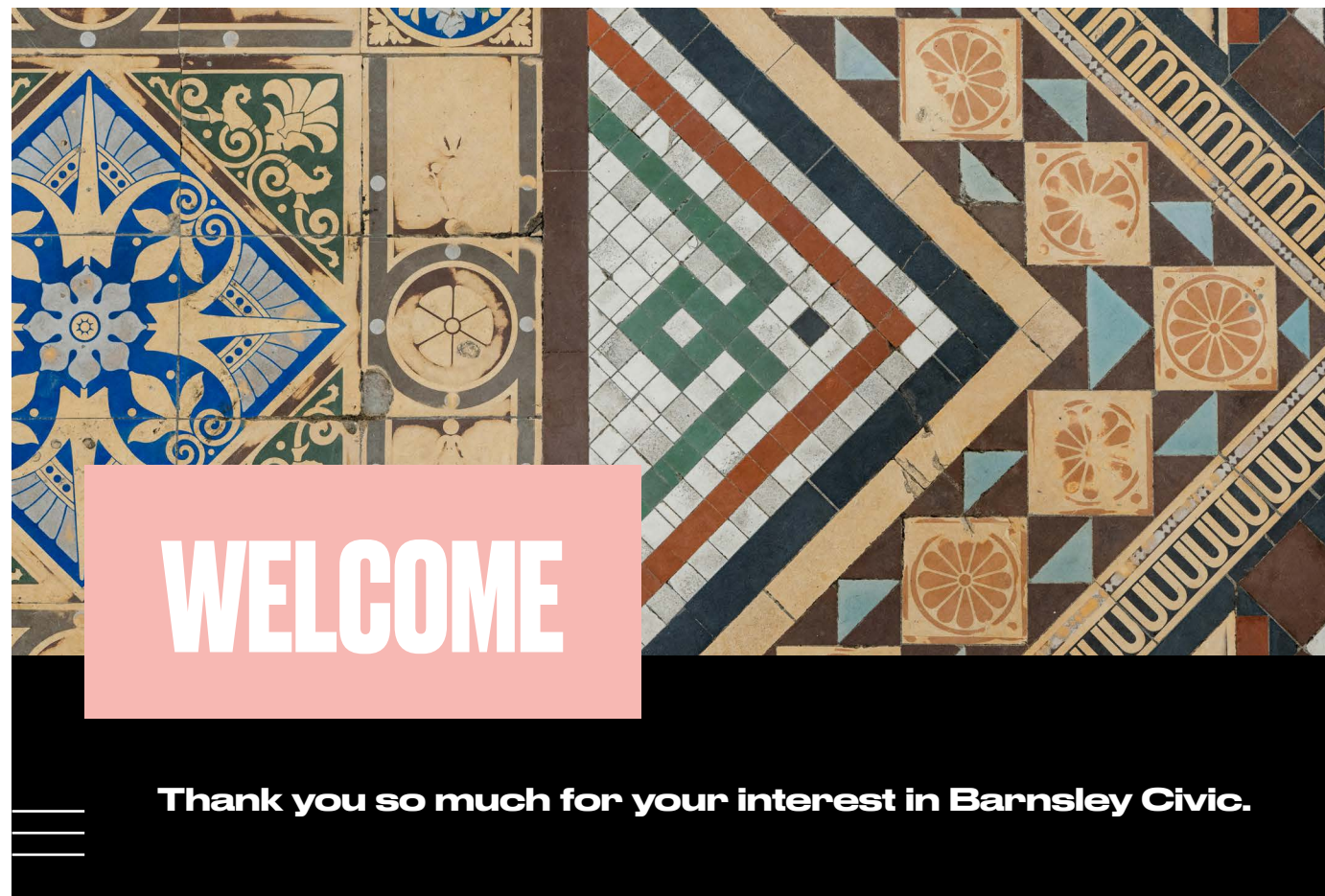
The background of the entire page is a photograph of the facade of the Barnsley Civic Centre. The building is a grand, multi-story structure made of light-colored stone. At the top, there are decorative carvings of faces. Below that, a row of three large, arched windows is visible. Above the windows, the words "PUBLIC HALL 1877" are carved into the stone. Below the windows, there is a balcony with a decorative railing. At the bottom of the image, there is a large, ornate stone relief sculpture featuring three figures. The overall style is classical and imposing.

barnsleycivic.co.uk

MAINTENANCE OFFICER

**BARNSLEY
CIVIC**

INFORMATION PACK



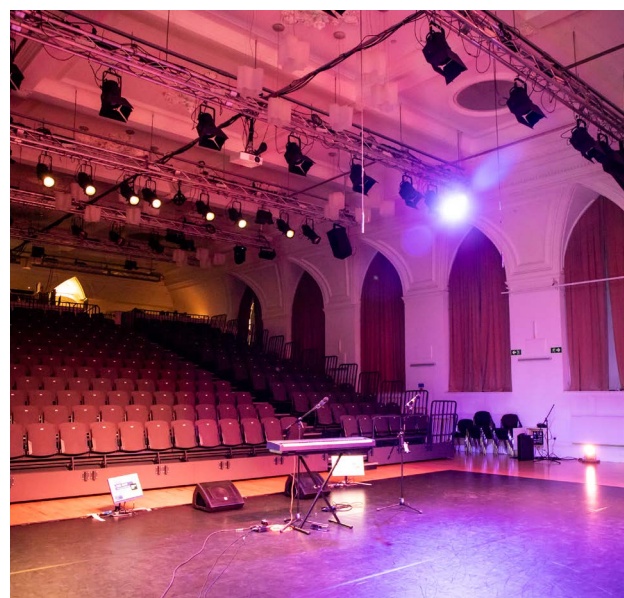
Barnsley Civic is a regionally significant, contemporary arts centre in the heart of Barnsley town centre. With ambitious new leadership in place, and a growing cultural programme, this is a brilliant time to join our dynamic team.

We are a passionate and creative bunch. We believe in our shared cultural & social aims, and work hard together to deliver on them. Our collaborative team-led approach gives everyone a chance to shape what we do and how we do it.

In late 2024 we reopened our Eldon St entrance after more than 26 years, as part of a £2.5 million redevelopment project. As we prepare for our 150-year anniversary in 2027-28, a further £1 million+ capital investment will unlock more of our unique building, and we will be developing a wider and more diverse cultural programme; both inside and outside our historic walls.

In these challenging times, we are constantly seeking out new opportunities and new partnerships. The diversification of income streams goes hand-in-hand with an expansion of cultural ambition. Our optimistic vision for the future is that Barnsley Civic will play an ever-increasing role in the cultural and civic life of South Yorkshire, and the wider regional & national cultural landscape.

If you are looking for a new challenge, are ambitious for your own career, and want to be part of a positive & hopeful staff team, then please consider applying for this role. We look forward to hearing from you.



Barnsley Civic is a large and diverse arts & cultural centre. Our 150-year old building is Grade II listed. Across four floors, and over 50,000+ square feet, our public spaces include an adaptable 400-seat assembly theatre, a 50-seat studio theatre, three large development spaces, contemporary exhibition spaces, a classes studio, bars and catering spaces, and a welcoming community space in our newly reopened frontage. Alongside these public rooms, the building also holds a range of different office spaces occupied by resident companies and artists.

As a receiving house we programme a rich variety of performance and visual arts, welcoming national and regional tours and touring art exhibitions. We host a broad mix of theatre, dance, family shows, gigs, comedy and entertainment.

Alongside external programming, we are expanding our in-house production capacity, with both solo and co-produced projects in development. Like all mixed-use arts buildings we also support a range of private hire events to cross-subsidise our artistic programme.

Both within our building and beyond, our in-house engagement team works with a wide range of community partners and educational institutions to bring creative activities to Barnsley communities. Core activities include Cross the Sky, a theatre company working with learning-disabled adults.

We also deliver a growing heritage engagement programme, with support from partners like Historic England. A productive partnership with local and regional government provides the additional resources needed to help us maximise the impact and reach of our creative engagement and cultural programme.

As an Arts Council England National Portfolio Organisation we are focused on supporting the development of the local and regional cultural ecosystem. Our artist support and development activity includes a diverse studio theatre programme of new works, and the provision of creation space for both visual and performing artists. As the most significant ACE-funded cultural building in our area, we host many associate and resident artists and companies, and act as a meeting place for the whole regional cultural sector.

A BIT ABOUT BARNLSLEY

Barnsley is a welcoming, thriving, and vibrant location and is fast becoming one of Yorkshire's most exciting places to live, work visit and explore.



Living in Barnsley gives you the best of what South Yorkshire has to offer - bustling towns surrounded by incredible outdoor space, it's minutes from the M1 and has superb transport links (train/ bus/ road).

Sitting on the northeast edge of the Peak District National Park, Barnsley is perfect if you enjoy getting out and about.

With picturesque countryside, beautiful parks and gardens (Yorkshire Sculpture Park), stately homes, industrial heritage, nature reserves, the Trans Pennine Trail, galleries, a wealth of public art, and bustling historic markets, right on the doorstep, it has plenty to offer.

There are some fantastic places to set up a home. Like most of South Yorkshire, Barnsley is best known for its rugged stone-built terraced homes but the most popular properties in the area are three-bedroom semi-detached homes - outlining Barnsley's appeal to families.

And with new developments springing up, the town also offers its fair share of newer houses, as well as town centre apartments close to the station for commuters.

Barnsley town centre recently underwent a £220M transformation, bringing a brand-new retail and leisure complex, The Glass Works and a great day, evening and night-time offer. This is driving footfall and business and attracting visitors from across the region.

The town centre is also home to The Seam development, Barnsley's Digital Campus. An urban village will transform the two Digital Media Centres and the Barnsley College Sci-Tech Digital Hub and will be a testbed for innovative ideas, supporting the Barnsley economy to grow, with digital and smart tech at the heart of it.

Across the borough, investment continues, with several major schemes underway and more in the pipeline.

MAINTENANCE OFFICER

JOB DESCRIPTION AND PERSONAL SPECIFICATION

Salary:	£5,000 PA	(£25,000 FTE)
Hours:	Part Time Role	(7 hours / 1 day per week)
Based at:	Barnsley Civic	
Reporting to:	Head of Operations	

Overview of the role

The Maintenance Officer will support the upkeep and maintenance of Barnsley Civic's building and facilities, helping ensure that our facilities are operational, safe, and presentable. The role is hands-on and needs a broad skill set, covering both routine maintenance tasks and more complex repairs and project work.

MAINTENANCE OFFICER

MAIN RESPONSIBILITIES AND DUTIES

- Perform routine maintenance tasks including, but not limited to, plumbing, carpentry, painting, and electrical repairs.
- Conduct regular inspections of the building and Mandela Gardens to identify maintenance needs and safety hazards.
- Manage inventory of maintenance supplies and tools, placing orders as needed to ensure all necessary materials are on hand.
- Use quick and effective problem-solving to mitigate risks and prevent disruption to operations.
- Provide support with installation of exhibitions in the Gallery and in other areas of the building. This could include repainting, display builds, the install of art works and other related tasks.

SKILLS, EXPERTISE AND EXPERIENCE

- Experience in building maintenance or a related field, with a broad range of repair and troubleshooting skills.
- Familiarity with building codes and safety regulations.
- Organisational and problem-solving skills, with the ability to manage multiple tasks simultaneously and adapt to changing priorities.
- Good communication and interpersonal skills.

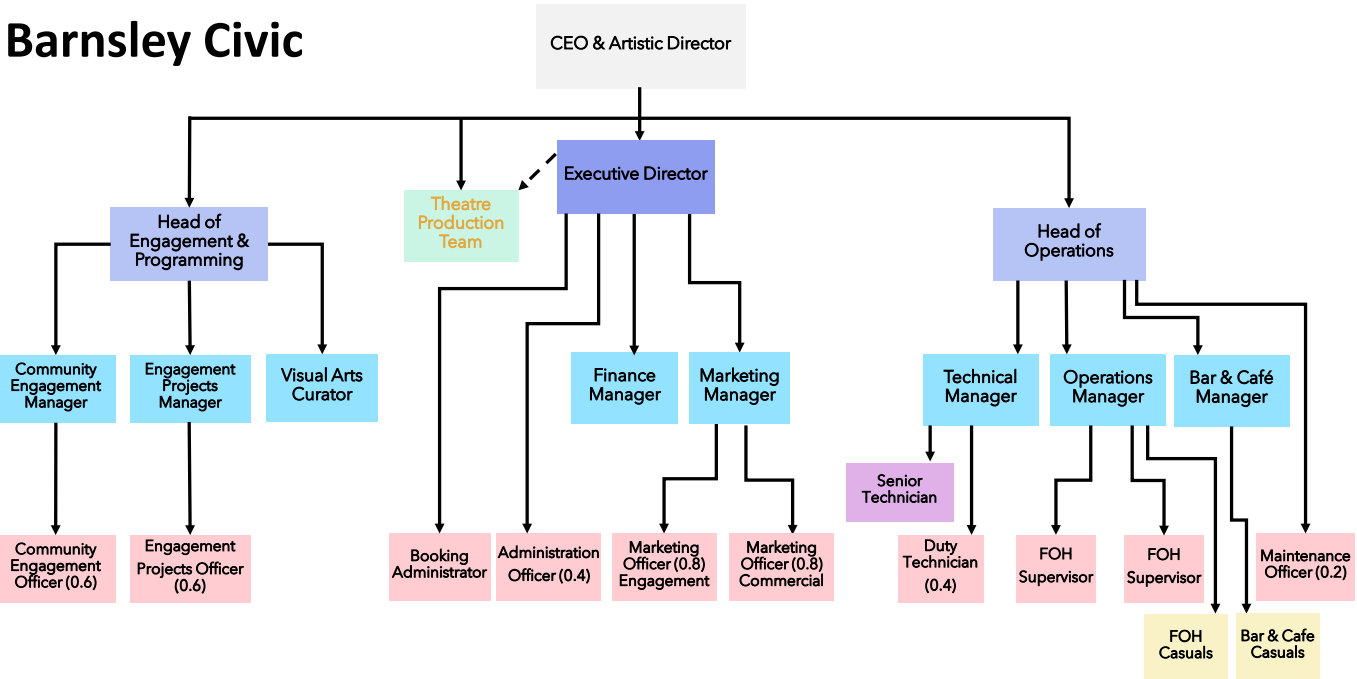
MAINTENANCE OFFICER

Diversity

Barnsley Civic welcomes applications from everyone regardless of age, gender, ethnicity, sexual orientation, faith, socio-economic background or disability. All appointments are made on merit, following a fair and transparent process. The organisation employs positive action where appropriate to ensure our staff team better reflects our audiences and communities.

Organisational Structure

Barnsley Civic



IMPORTANT INFORMATION

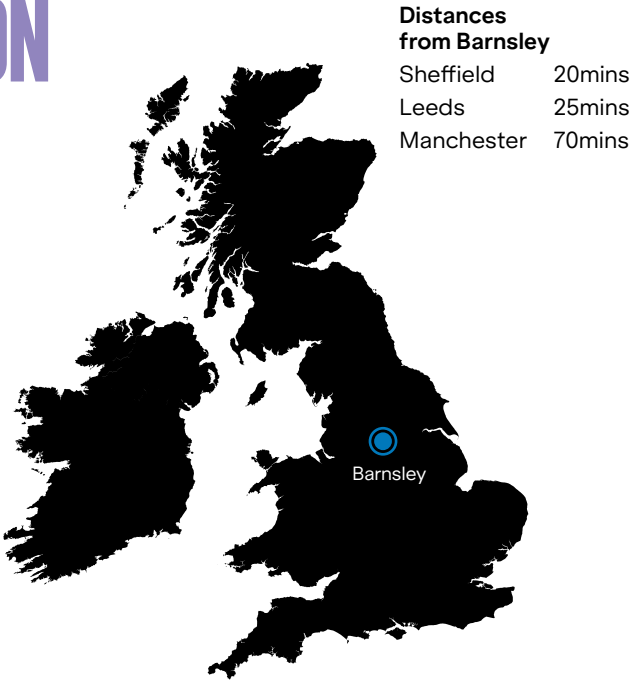
LOCATION

Barnsley Civic
Eldon Street
Barnsley
South Yorkshire
S70 2JL

EQUALITY

Barnsley Civic passionately believes in equality of opportunity and is firmly committed to encouraging equality, diversity, and inclusion throughout the cultural sector. We encourage applications from every part of society and will strive to make any necessary adjustments for the successful candidate and interviewees.

Reasonable expenses can be paid for travel or access requirements.



Submission Process

Submit your CV and cover letter outlining how your Skills, Knowledge and Experience meet the Job description and personal specification.

Provide two relevant professional referees we may contact.

Email: jobs@barnsleycivic.co.uk

Closing Date: 9am Monday 10th Aug

Interviews: w/c 17th Aug

If you have any questions about the role please email TerriBullivant@barnsleycivic.co.uk



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ENGLAND**



BARNSLEY
Metropolitan Borough Council