

WE ARE HIRING

Senior Producer & Operations Manager

Closing date:
Monday 31st August 2026



Chronically ill Artists Network

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**ARTS COUNCIL
ENGLAND**



Chronically ill Artists Network

Senior Producer & Operations Manager

Chronically ill Artists Network (CIAN)
Senior Producer & Operations Manager
Responsible to: Executive & Artistic Co-Directors

Responsible for: Freelance artists, consultants, facilitators, communications support and external contractors

Contract: 40 days on a freelance basis (September 2026 to February 2028) with the potential to extend subject to future funding

Fee: £300 per day (£12,000 total)

Location: Remote, with occasional travel to Nottingham and national meetings, events and conferences (travel expenses covered)

Safeguarding: This role is not subject to a DBS check.

About the Role

The Chronically ill Artists Network is seeking an experienced **Senior Producer & Operations Manager** to join us at an exciting stage in our organisational development. This is a pivotal role within our growing Community Interest Company (CIC) that supports chronically ill artists across the UK.

Working alongside the Executive & Artistic Co-Directors, you will take responsibility for the operational aspects of the organisation, supporting the successful delivery of our Arts Council England funded programme, while helping to shape the long-term future of CIAN.

You will lead the on the day-to-day management of the organisation, oversee programme delivery, manage freelancers, and coordinate internal communications, support new and existing partnerships, contribute to fundraising and income generation, and ensure that our systems, governance and operational processes support our ambitions and growth. We're seeking someone who is ambitious and innovative, proactive and who with self motivation can make things happen. You'll have experience of writing funding applications, managing six-figure project budgets, building partnerships and creating efficient organisational office systems.

This role is not specifically for candidates with chronic illnesses, but we welcome applications from the community



About The Chronically ill Artists Network

The Chronically ill Artists Network (CIAN, pronounced sea-ann) is a national Community Interest Company (CIC), established in 2021 in response to the lack of support, awareness, and opportunities for artists and arts professionals living with chronic illnesses.

Founded by Louise Wildish and Tilly Branson, CIAN grew from their shared experience of navigating careers in the arts while living with chronic illnesses. Together they bring over 40 years of experience in the arts sector.

Both identify as disabled and created the network to build stronger support for chronically ill artists and advocate for greater understanding, accessibility, and lasting change across the arts.

Today, CIAN works nationally with individuals, organisations, and cultural institutions to improve opportunities for artists, producers, and arts professionals with chronic illnesses. Through advocacy, campaigns, training, events, and practical resources, we work to challenge perceptions of chronic illness and help create a more inclusive arts sector. CIAN is guided by the social model of disability, which recognises that people are disabled by barriers in society rather than by their impairments or health conditions alone. We believe organisations, employers, and institutions have a responsibility to remove these barriers and create equitable access, opportunities, and participation for disabled people.

What is a chronic illness?

A chronic illness (also referred to as a chronic condition or chronic disease) is a long-term health condition. The NHS describes chronic illnesses as health conditions that require ongoing management over months, years, or decades. While many cannot be cured, they can often be managed through treatment, medication, or other forms of support.

At CIAN, we use the term chronic illness to describe a long-term health condition that lasts for three months or more and has a moderate or significant impact on a person's daily life and wellbeing. We recognise that experiences of chronic illness vary widely, and we believe each individual is the expert in their own lived experience.

Chronic illnesses include, but are not limited to:

HIV - Lupus - Myalgic Encephalomyelitis (ME) - Multiple Sclerosis (MS)-
Endometriosis - Cancer - Parkinson's disease- Fibromyalgia
Crohn's disease- Arthritis -
Chronic Obstructive Pulmonary Disease
(COPD) - Heart disease - Epilepsy



You'll be compassionate and caring and have the confidence to take the lead when required, yet understand when to retreat and let others share their voice.

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Image: Amber Anderson



About You continued

You'll be experienced with excellent arts and/or project management, operational and organisational skills, able to balance strategic thinking with practical delivery.

Essential skills and or experience required

- 5 years arts producing experience in the arts, 1 year at a senior level
- Leading and managing complex arts or cultural programmes from planning through to delivery
- Proactive
- Managing freelancers, artists, consultants and projects
- Managing project budgets of £100,000+ and ensuring strong financial oversight including dealing with invoices and funding reporting
- Developing successful funding applications to Arts Council England, trusts and foundations and others
- Building strategic partnerships across the arts, disability, public and voluntary sectors at a local, regional and or national level
- Experience of day-to-day operational office management systems of an organisation or programme
- Experience in drafting copy, creating marketing and communications,
- Experience in working within a Community Interest Company (CIC), charity or comparable organisation, with an understanding of governance and organisational compliance
- Experience of managing and maintaining databases, collation of information and evaluation
- Experience of managing internal communications across remote teams
- Understanding of implementing and maintaining GDPR, safeguarding and organisational policies
- Experience of working with a range of platforms and applications, tech (Zoom etc) and AI to support the smooth running of an organisation
- Experience of embedding Equality, Diversity and Inclusion through accessible and inclusive ways of working
- Experience of facilitation, hosting or leading workshops/events or online discussions
- Able to commit to regular pattern of working days - hours can be worked flexibly but there will be a requirement of weekly core team hours.

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Chronically ill Artists Network

Desirable skills and experiences

- An understanding of the needs of disabled people, particularly the chronically ill
- Understanding of the ways in which access support workers work
- Supporting disabled and/or chronically ill artists through thoughtful, person-centred practice and alignment with the social model of disability
- Self motivated and solution focused
- Taking initiative and working collaboratively
- Passionate about the rights of disabled people

How to apply

To apply, please send a letter no longer than 2-3 sides of A4, addressing your experience and how you meet the criteria for the role along with why you would like the job, and the name and contact details of 2 references. Please send this along with your CV to **chronicallyillartistsnetwork@gmail.com** with Producer Role in the subject line.

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Interviews

Stage 1 interviews Tuesday 15th & Wednesday 16th September.

Stage 2 interviews (if required) Tuesday 22nd September.

Interview one will be held online.

Second interviews will be held in person in Nottingham or online depending on needs.

References will be required and only contacted with permission after interviews.

If you need this pack in an alternate format, the application process creates barriers, you require support, or you would like an informal conversation about the role before you apply, please email chronicallyillartistsnetwork@gmail.com

www.chronicallyillartistsnetwork.com

Instagram: @chronicallyill_artistsnetwork

X: @artists_ill

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