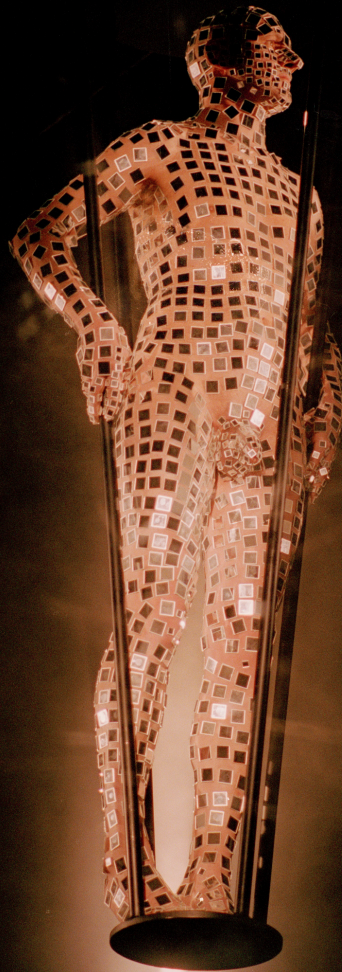




Live Art  
Development  
Agency



# DEPUTY DIRECTOR RECRUITMENT PACK

# INTRODUCTION

We are seeking an individual with business and fundraising expertise to join us in transforming and securing LADA's future.

You will join our small but dedicated team as we build upon LADA's influential history and seed ambitious plans for the next ten years. Focusing on business development, the Deputy Director will work closely with the Director to ensure financial and operational resilience, diversify income, and develop a purpose-driven business plan that supports our mission.

A key senior role, the Deputy Director will support our new vision and strategy, which over the next two years will be focused on:

## Business Development

- Develop a robust business plan and income model across sales, digital, service-based income and project based fundraising.
- Develop our Higher and alternative education offer through partnerships and short courses.
- Develop a plan for LADA's physical premises (2027 lease renewal).
- Develop our organisational culture and governance policies.

## Programmes

- Strategic interventions for the Live Art ecology through national and international partnerships, programmes and artist support structures.
- Develop the Live Art Research Collection through forward-thinking collections development, digital innovation and artist residencies.
- Move from multiple smaller scale events to more curated and condensed annual programmes.
- Collaborate with artists and partners to nurture Live Art methodologies that challenge conventions and create new cross-disciplinary forms.



“

“I'm excited to find a collaborator to jump into the challenges that come with innovating in the cultural industries. Be hands on, be strategic, be ready to support steady change.”

— Mary Osborn, Director

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# WHO WE ARE

Live Art Development Agency (LADA) is a registered charity based in London, dedicated to the development of Live Art research, practice and infrastructure.

Founded in 1999, LADA has a long history of supporting contemporary culture's most radical and inventive artists and ideas. Our specialised resources, projects and publications have been driven by an unwavering commitment to Live Art as a cultural strategy that makes space for the experimental processes, experiential practices, and the bodies and identities often excluded from traditional art and performance contexts.

In October 2024, Mary Osborn joined LADA as Director, bringing with her a bold new vision for the organisation that builds on LADA's significant legacy. With a specialism in artist development, Mary is committed to building programmes and partnerships that serve, nurture and sustain fiercely defiant artistic practices.

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## WHAT WE DO

As a 'Development Agency', our mission is to develop an expansive Live Art ecology that prioritises learning, practices resistance, and invites possibility about what art can be and do.

We do this through three strands:

### Developing Live Art Research

Our primary resource is the Live Art Research Collection, housed at [LADA's Study Room](#) in Bethnal Green. Containing over 8,000 items from the 1960s to the present day, including an audio-visual archive of interdisciplinary live and performance practices, the Live Art Research Collection is the world's largest collection of research materials on Live Art.

Alongside our [online resources](#) for artists, students and professionals, our ever-expanding collection remains the only open-access resource of its kind. Our [Live Art Bookshop](#) expands our research engine, distributing a curated selection of hard-to-find publications, media and limited editions, including artists' books and LADA's own titles.

The Live Art Research Collection is activated by annual artistic research residencies, workshops and our broader [public programme](#), connecting practices of the past with those emerging in the present and future.

### Developing Live Art Practice

We create [professional development programmes](#) for artists and practitioners, with a focus on peer-to-peer development and shared process. Through residencies, commissions and bespoke opportunities, we support practitioners to centre collaboration and experimentation in their practice.

This includes LADA's national peer-to-peer professional development programme Do It Together (DIT), which seeks to create the conditions for artists to explore ideas, aesthetics and socio-political challenges together, and build a nation-wide support network for radical practice.

### Developing Live Art Infrastructure

Our mission is to build sustainable national and international partnerships so that artists working within the multiplicities of Live Art can take risks, experiment and develop diverse audiences. This includes co-ordinating [Live Art UK](#), a network of 25 partners who seek to sustain and develop the Live Art ecology. We also work in partnership with Higher Education institutions to share knowledge and embed Live Art within wider cultural and academic contexts.

By connecting independent artists, grassroots spaces, major institutions and higher education we are helping to shape a more sustainable, inclusive and courageous infrastructure for Live Art.

# CORE VALUES

## We are **custodians**:

We care for the materials that live in our Live Art Research Collection, so that present and future generations of artists and researchers can access them. We do this with respect for the past, not reverence. We take a critical approach to how knowledge is gathered, stored and shared, and are committed to access, transparency and critique of power.

## We are **curators**:

We listen and respond to our current and ever-evolving cultural contexts. We make decisions based on emerging ideas that we learn about through conversations with artists and researchers, and in dialogue with what we hold in our collection.

## We are **collaborators**:

We find joy in working with artists, practitioners, researchers and organisations. We think, strategise and take action together, with trust and respect for each other's work. We are particularly interested in approaches to co-learning and collaborative research.

## We are **cross-disciplinary**:

We are a meeting point for explorations of liveness, and for practices that have been historically excluded from traditional art contexts. We are curious about what emerges when different disciplines meet and are excited by fluidity and experimentation. We welcome artists and researchers who share our desire to commune around the potential of this work, and are eager to hear what Live Art means to them.

## We are **change-makers**:

We do this work because we want to create change. By change we mean a more equitable and more liveable cultural, social and political reality. We know that meaningful and sustainable change takes work, and we are committed to robust policies and strategic actions.



# JOB DESCRIPTION

## DEPUTY DIRECTOR

**Salary:** £40,000 - 45,000 per annum (pro rata)

**Hours:** 35 hours per week, (Full time)\*

*\*We are open to proposals for a 4 (28 hours) or 5 (35 hours) day week position as part of the recruitment process.*

**Contract:** 2-year, fixed term (with potential to extend)

**Location:** The post is based at LADA's offices in London, with flexibility for some hybrid working.

## Key Responsibilities

### Fundraising, Income & Business Development

- Work closely with the Director and Board to develop the Business Plan, Risk Register, KPIs, and other strategic documents.
- Work with the Director to develop and deliver a fundraising strategy across public and private funding streams.
- Research, write, and manage funding proposals and maintain funder reporting, including Arts Council NPO.
- Plan and deliver fundraising events and support the implementation of LADA's Responsible Fundraising Policy, ensuring strong donor stewardship.
- Develop and innovate LADA's earned income streams, including sales (Live Art Bookshop), HEI partnerships, education programmes and commercial service opportunities.
- Work with the Director to develop LADA's profile, brand identity and communications strategy to grow our communities.
- Cultivate and maintain relationships with funders, donors, and partners including management of CRM.
- Produce annual impact reports and develop evaluation methods in line with LADA's core values.

### Operations, Financial Management, & Compliance

- Work with the Director and Bookkeeper to set, monitor and report on budgets, income targets, management accounts and cashflows.
- Manage sales, merchandise, and digital income initiatives, including sales analysis and financial processes.
- Research and strategise LADA's options for the future cost of space and premises.
- Oversee day-to-day operations including rent, rates and bills, ensuring efficient use of resources and business resilience.
- Manage contracts, insurance, and Health & Safety compliance, supported by external H&S company Citation.
- Prepare quarterly reports for the Board.

### Programme & Partnerships

- Support the visibility, growth and sustainability of LADA's programmes, projects, and partnerships.
- Lead on Higher Education Institutions and knowledge exchange partnership development.
- Represent LADA publicly at events and sector gatherings.

### HR & Management

- Deputise for the Director during periods of leave or absence.
- Co-manage Live & Digital Engagement post-holder and Financial Accounts Manager.
- Manage and secure placements and other project specific roles and freelancers as required.
- Work closely with Director & Board to shape and implement LADA's values and policies, embedding an organisational culture of connection, learning and responsibility that creates change for LADA team, collaborators and wider sector.

**Other duties as required.**

# PERSON SPECIFICATION

## DEPUTY DIRECTOR

### Essential

#### Experience/Skills

- Demonstrable fundraising and development experience in the arts or an aligned sector including donor stewardship.
- Proven track record of managing and developing multi-strand income strategies, including sales, services and commercial approaches.
- Experience in evaluation and impact reporting for funders, boards, and stakeholders.
- Strong financial literacy with direct experience of managing financial procedures and systems effectively.
- Confidence contributing to senior financial decision-making, risk and oversight.
- Strong experience of organisational operations including efficient systems, risk management, KPIs and contracts.
- Understanding of the governance, legal and insurance requirements of running a charity.
- Experience managing teams with an ethos of collaboration, inclusivity, and professional development.
- Excellent written and verbal communication skills, including producing funding bids, reports, policies, and delivering public presentations.
- Strong strategic thinker, with the ability to translate artistic vision into effective plans, systems and processes.

#### Personal attributes

- Highly organised, diligent and effective at monitoring and meeting deadlines, with excellent attention to detail.
- Comfortable working within a small team and moving between hands-on operational tasks and strategic planning.
- Commitment to inclusivity and meaningful social change, sharing LADA's core values of connection, learning and responsibility.

### Desired

- Experience with Arts Council England's NPO frameworks, reporting, or application cycles.
- Experience developing Higher Education Institutions or knowledge exchange partnerships.
- Experience using CRM systems or data management tools.
- Experience working through organisational change, transition, or growth.
- Confidence in contributing to marketing, branding, and public engagement strategies.
- Knowledge of Live Art, interdisciplinary/experimental performance, or related fields.

# CONTRACT DETAILS

**Line Manager:** Director

**Responsible for:** Temporary staff as required

**Contract:** 2-year fixed term with opportunity for extension subject to confirmed funding

**Probation Period:** 6 months. Following successful completion, notice period is 3 months

**Salary:** £40k-45k, depending on experience

**Pension:** Nest; Employer contribution 4%

**Annual leave:** 20 days per year plus bank holidays and additional 2 week closure over winter bank holidays.

**Location:** Live Art Development Agency, Bethnal Green, London E2 6LX.

We expect the post holder to be based in London or easy commutable distance. This role is predominantly based at LADA which is open to the public Tuesday-Friday, with additional Monday, Weekend and Evening opening hours as required. Remote working is possible when building is not open to public.

**Hours:** Our usual office hours are between Monday-Friday, 10am-6pm.

This role will occasionally require some weekend and evening work.

*Candidates can set for forth in their application a choice of a 4 (28 hours, pro rata) or 5 day (35 hours, full time) working week.*

**References:** Any offer is subject to receipt of satisfactory references.

## HOW TO APPLY

### Access & Inclusion

If you require this call out in a different format, would like any support completing the application, or would require support to understand the role - please let us know by contacting [info@thisisliveart.co.uk](mailto:info@thisisliveart.co.uk).

### Pre-Conversation

If you would like an open, informal conversation about the role with the Director ahead of applying, please email [info@thisisliveart.co.uk](mailto:info@thisisliveart.co.uk) with the subject line 'Deputy Director query', to arrange.

### Making an application

Please send a cover letter of no more than 2 sides of A4, along with your CV, outlining why you are suitable for the role with the job spec in mind, to [info@thisisliveart.co.uk](mailto:info@thisisliveart.co.uk) making the subject line 'Deputy Director Application'.

We are happy to accept applications via video (max 2.5 minutes) or a different format for accessibility purposes.

*Please submit an anonymous [Equal Opportunity monitoring form online](#), together with your email application.*

**Closing date:** Monday, 16 February 2026, 6pm

**First Interviews:** Monday, 23 February 2026

**Second interviews:** TBC

**Start date:** April 2026, dependent on successful candidate availability

*Thank you for your interest in working with the Live Art Development Agency.*



**Live Art  
Development  
Agency**



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ENGLAND**

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**Images:**

Oleg Kulik, 'Armadillo for your show,' Live Culture @ Tate Modern; Hugo Glendinning, 2013

Season Butler, Performing Borders Live - Curating Borderless Spaces; Studio MABA 2019.

Oozing Gloop at LADA's 20<sup>th</sup> Anniversary Gala; Manuel Vason 2019.

Live Art Research Collection Study Room user; Jemima Yong, 2024