
Freelance project manager for co-created film project **Eye of the storm**



1. Background

Eye of the Storm is a major new digital media project that will be co-created with members of the public in Birmingham during 2008. The project will explore how a diverse range of people balance their lives in this increasingly globalised and chaotic world. People from Birmingham will tell of their personal stories, documenting how and where they find peace and fulfilment in today's world: the 'calm' within the 'storm'. This content will grow to form a multi-media art installation in the centre of Birmingham designed and developed by international VJ artist and filmmaker Marc Silver.

2. The role

We are looking for a Birmingham-based project manager to co-ordinate the project on the ground, working with Eye of the Storm production company Germination to deliver certain phases of the project. Germination is based in London and though we will be in Birmingham for definite periods, we are looking for a project manager with a great knowledge of Birmingham and local contacts to run operations on the ground.

There are 3 main areas to this work: recruitment, organisation and timetabling. This will be for the workshop phase of the project (April – June) and may lead to work on subsequent phases.

- Scoping partners and setting up on-going relationships
- Identifying workshop groups and participants
- Recruiting participants
- Selecting possible venues and negotiating terms
- Arranging workshop schedules with flexibility and cost effectiveness in mind
- Managing participant expectations and providing clarity on terms and commitment
- Ensuring a minimum of 100 participants engage meaningfully in the process
- Budget managing
- Organisation of travel and accommodation of core team
- Buying and stocking of necessary materials

3. The candidate

We are looking for someone with the following expertise:

- Experience in recruiting and liaising with diverse groups of people from different backgrounds
- Relevant experience in the project management of participatory workshops
- Excellent communication skills
- Ability to co-ordinate a number of partners/ stakeholders effectively and efficiently
- Experience of budget management
- A good knowledge of Birmingham's geography and communities

4. Timescales and fee

The position will span March – June 2008 and will be on a part-time weekly basis.

The fee we have to offer is £120 per day, negotiable depending on experience and the number of days.

5. How to apply

Please email expressions of interest to grace@germination.co.uk detailing relevant experience, and reasons for applying for the position. In addition, candidates must supply contact details and a copy of their CV.

The deadline for submissions is **February 27th 2008**.

Interviews will be held in Birmingham on the 4th & 5th March 2008, location to be arranged.
