

The Twisting Ducks Theatre Company CIO

Job description



Job Title: DJ Facilitator

Purpose: To facilitate DJ sessions for participants with a learning disability, to project manage FRESH club night, and to support participants to DJ monthly at FRESH.

Hours: Every Thursday - 3pm - 6.30pm*

**One day per month will be substituted with evening work (1st Thursday of each month, 5.30pm – 10.30pm) at FRESH club night at World Headquarters, NE1 6UF*

Location: The Wallsend Memorial Hall, 10 Frank St, Wallsend NE28 6RN

Rate: £19.82 per hour

Term: Permanent

Annual leave: 7 weeks pro rata (inclusive of bank holidays)

Specific Areas of Responsibility

Delivery

- Plan weekly DJ sessions that enable participants to take part and develop their DJ knowledge and skills
- Work with individuals to identify their goals, and agree what support you will provide to help them achieve these goals
- Prepare appropriate resources to meet the participation and development needs of the group
- Facilitate high quality DJ sessions each week, ensuring all participants are included and supported to develop their skills
- Use person-centred techniques to support participants to take part and contribute their ideas
- Manage group dynamics effectively
- Work with group participants to plan monthly FRESH club nights
- Coordinate FRESH club-nightsSupport group members to prepare and perform their own DJ sets at FRESH
- Maintain up-to-date knowledge of relevant technology to assist with session delivery
- Produce and maintain up-to-date risk assessments for all activity and events delivered
- Communicate effectively with team members, clients and partner organisations to enable smooth running of projects
- Maintain accurate and up-to-date records, including group registers and participants Keeping Safe information

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Other Duties

- Represent The Twisting Ducks Theatre Company at events and meetings as required
- Contribute content for sharing through our social media platforms
- Attend monthly team meetings (additional hours will be allocated for this)
- Undertake other tasks as agreed with the Chief Executive

If you are interested, please email your CV and a covering letter to jobs@thetwistingducks.co.uk by the 9th of January 2026.

There may be the potential for future additional work, dependent on circumstances.

For an informal conversation about the post, please contact Jay on 07925167775