



Art Asia Office  
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Date: September 2017

Dear Applicant

Thank you for your interest in the post of the Creative Director at Art Asia.

Please find enclosed with this letter the job description, the person specification and an application form.

Do note that this is a repeat advertisement and those who applied following the earlier advertisement in July 2017 need not apply since their applications will not be considered again.

When applying for a role at Art Asia you need to submit a completed application form providing sufficient evidence to demonstrate how your knowledge, skills and experience meet the detailed criteria outlined in the job description and person specification

. Please consider the following:

- employment history: indicate your previous experience under employment history, even if this has been unpaid or voluntary
- references: we require all applicants to provide details of people we can contact for a reference. Please give details of two people we can contact to obtain a reference in support of your suitability for the role
- additional documents: please continue your application on another sheet if required, but do not include a CV
- **closing date and interview dates:** please return your application by 5pm on the closing date of 23 October 2017 and ensure that, if you are shortlisted for interview, you can be available on 06 November 2017 and if necessary, for a second interview on 13 November 2017.

All offers of employment are made subject to:

- the receipt of references that meet Art Asia's standards
- a Disclosure and Barring Service (DBS) report
- proof that anyone taking up employment at Art Asia has the legal right to work in the UK under the Asylum and Immigration Act .All offers of employment are subject to us receiving proof of this right.

The information contained in your application form will be used by Art Asia for



all those purposes normally associated with an application for employment and the interview process.

Your application form and information supplied in it will be stored securely with access restricted to those involved in the recruitment process.

Arts Asia is an equal opportunity promoter and would like you to complete the Equal opportunities monitoring form and the Criminal conviction declaration form.

Applications can be submitted by email to [recruit.artasia@gmail.com](mailto:recruit.artasia@gmail.com) or by post addressed to *Recruitment, Art Asia Trust Limited, Fairways House, Mount Pleasant Road, Southampton SO14 0QB*

Candidates are advised to check safe receipt, since Art Asia cannot be responsible for undelivered or lost applications.

As stated above, the final date for receiving completed applications is by 5.00pm on Monday 23 October 2017. Shortlisting will be by Monday 30 October. If successful, you will be invited to attend an interview on Monday 6 November 2017 with a second round of interviews, if deemed necessary, on 13 November 2017. The interview will consist of a ten minute presentation and a formal interview lasting approximately an hour.

If you have any questions or wish to have an informal, confidential conversation about this post and about Art Asia, please email your message to [recruit.artasia@gmail.com](mailto:recruit.artasia@gmail.com), including a telephone number that you can be contacted on.

Thank you for your interest in Art Asia.

Yours sincerely,

Mrs. Dahlia Jamil

Chair, Art Asia Trust Ltd

## **About us**

### **What We Do**

Art Asia has a long and respected reputation for delivering South Asian Arts across the South East England..

Our work includes:

The annual Southampton Mela Festival; Classes in South Asian music and dance, Music, dance and drama performances featuring the best local, national and international artists. Music and dance workshops, demonstrations and performances



for schools and community groups. Partnerships and projects that bring South Asian Arts to the forefront. Consultation and advice – drawing on the wealth of knowledge within the team.

### **Our Mission**

Our mission is to communicate the rich and exciting experience of South Asian Arts to the widest possible audience. Our work aspires to be entertaining, surprising and to celebrate our belief that the Arts of South Asia are universal in their appeal.

Throughout our history we have risen to many challenges, and as a thriving organisation we continue to learn and explore.

We wish to develop the traditional, contemporary and experimental practice of artists in the UK and abroad by commissioning and showcasing the best, the unexpected and the unknown. We will create the spaces in which established and emerging artists may test themselves and their art and pursue new ideas and new partnerships.

We wish to create a supportive environment for participants in which transformative experiences and exciting intercultural exchanges can take place.

Through our links with arts organisations, venues and other creative professionals we will challenge assumptions, raise awareness and prepare the platform on which our artists can bring their work to diverse audiences.

### **Funding**

Art Asia is funded by the Arts Council England, Southampton City Council and sponsorships from organisations large and small. We are delighted to announce that we have been successful in retaining our National Portfolio funding from the Arts Council England for the four years to March 2022.

### **Governance and management**

The Board of Directors (also known as Trustees) is the governing body of Art Asia. They are accountable for the organisation and it is their duty to act in the interests of the organisation's beneficiaries (the people who use Art Asia's services).

The workers consist of the Creative Director, freelance tutors, artists, marketing and administration support plus a mela co-ordinator.

This vacancy has arisen following the departure of the founder and Chief Executive, Mr Vinod Desai, MBE after 36 years.

Below is the text of the press release that we issued back in July.

“After running Art Asia for over 36 years, the founder and Chief Executive Mr Vinod Desai MBE, has announced he will be leaving Art Asia.

Vinod started Art Asia from very humble beginnings in a small room in Northam, teaching students to play South Asian music. Vinod has since led Art Asia to become one of the City's cultural leaders with many and varied successful activities, events



and concerts. In 2001 Art Asia presented the first Southampton Mela Festival and it has become Southampton's biggest free festival, attracting over 25,000 people in recent years.

Chair of the Board of Directors / Trustees Mrs Dahila Jamil said "Vinod leaves a great legacy behind him. Over the years Vinod's passion and dedication has built a unique arts organisation that has supported and encouraged many talented individuals. Under his custodianship Art Asia has gone from strength to strength promoting South Asian Arts to a wide and diverse audience. We wish Vinod every success in his future endeavours and look forward to welcoming a new Creative Director to Art Asia".

Vinod Desai MBE said "We have just received news of four years funding from Arts Council England and with Art Asia's future renewed it feels the right time to invite new creative vision to take Art Asia through to 2022. It has been an amazing 36 years, with many amazing people. Thank you to all our staff and trustees past and present, thank you to our funders and partners, it has been a pleasure working with you all. Most of all and at the heart of Art Asia has been our members, audiences and participants, thank you for your support and friendship over the last 35 years".

As well as the Southampton Mela Festival, Art Asia has presented large-scale performances like Bollywood Baraat, 30 Ragas in 30 Days and Giant Rangoli. Since the beginning Art Asia has run classes in South Asian music and dance giving people the opportunity to explore their heritage or be introduced to new cultures. Many musicians, dancers and actors started their careers with Art Asia and have gone on to have great success around the world.

Vinod Desai MBE is going to explore his own musical interests and spend more time with his grandchildren; he leaves a 36 year legacy which sees Art Asia woven through the City's cultural identity. Art Asia heard at the end of June that they would receive funding from the Arts Council England for the next four years as an Arts Council NPO, ensuring the Southampton Mela Festival will continue. Art Asia will now begin to look for a new Creative Director. The Southampton Mela Festival will take place on Saturday 15th July 2017. <http://www.southamptonmela.com/> "

For more information about Art Asia, the new Creative Director position or the Southampton Mela Festival visit [www.artasia.org.uk](http://www.artasia.org.uk).