

GROUND TRANSPORT MANAGER

Thank you for your interest in the post of **Ground Transport Manager** at the Manchester International Festival. Please find further information regarding this post below.

The closing date for applications is **17 April 2017 5pm**
Interviews are expected to take place on **21 April 2017**

All short-listed candidates will be contacted by phone or email. Please note – as we receive so many applications we regret that we are unable to reply to each one individually. If you have not been contacted by 20 May please assume that your application has not been successful.

To apply for this role, please complete the application form outlining your suitability for this (plus suitable references) FAO David Fox to recruitment@mif.co.uk – marking **GTMAN17** in the subject field.

Thank you for your interest in the Manchester International Festival. We look forward to receiving your application.

Yours sincerely

David Fox

Head of Administration

BACKGROUND

Manchester International Festival (MIF) is the world's first festival of original, new work and special events and takes place biennially, in Manchester, UK. The Festival launched in 2007 as an artist-led, commissioning Festival presenting new works from across the spectrum of performing arts, visual arts and popular culture.

Some highlights of the first four Festivals include premieres of **Steve McQueen's** commemoration of fallen British soldiers, *Queen and Country*; **Damon Albarn, Jamie Hewlett** and **Chen Shi-Zheng's** Chinese opera *Monkey: Journey to the West*; group art event *Il Tempo del Postino* - featuring work by **Matthew Barney, Tacita Dean** and **Tino Sehgal**; **Zaha Hadid Architects'** new space for the music of **Bach**; **Björk's** three-week *Biophilia* residency; director **Robert Wilson's** *The Life and Death of Marina Abramović*, starring **Abramović, Willem Dafoe** and **Antony**; **The xx** performing in a hidden city centre space for audiences of just 60 and **Kenneth Branagh's** *Macbeth*.

In 2015 highlights included the Alice in Wonderland inspired *wonder.land* with music by **Damon Albarn**, book and lyrics by **Moira Buffini**, directed by **Rufus Norris**; and **contemporary-ballet** *Tree of Codes* a spellbinding collaboration between **Wayne McGregor, Olafur Eliasson** and **Jamie xx** that featured dancers for **Company Wayne McGregor** and **Paris Opera Ballet**; **Gerhard Richter** and **Arvo Pärt** dedicating work to each other for *Richter/Pärt* and **FKA twigs'** *Soundtrack 7* residency where audiences observed the artist's creative process at close quarters.

The Festival works with co-commissioning partners around the world to create and present new productions, partnerships which not only help make these new commissions possible but also extend the audiences and lifespan of the shows. **35** MIF shows have gone on to have a life outside the Festival, visiting Park Avenue Armory in New York, the Ruhrtriennale in Germany, the Abu Dhabi Music & Arts Festival, Brooklyn Academy of Music, the Festival d'Automne in Paris, Spoleto Festival dei 2Mondi in Italy and many more.

In addition to income from co-commissioners and ticket sales, MIF receives support from private sponsorship, individuals and trusts and foundations. This money is raised by building on the solid support MIF enjoys from Manchester City Council and Arts Council England, our principal public funders.

'Few cultural events have established themselves with such clarity and self-confidence as the Manchester International Festival... MIF has quickly taught audiences to expect the unexpected.'

Peter Aspden, The Financial Times, July 2015

JOB DESCRIPTION - GROUND TRANSPORT MANAGER

Reporting to: Head of Artist Liaison (HAL)

Main purpose of the post

The role involves ensuring that all ground transport requirements are met during the Manchester International Festival in 2017. This will be in conjunction with the rest of the Artist Liaison team including the Deputy Head of Artist Liaison, Artist Liaison Officer and the Artist Liaison Assistant.

Tasks

- To co-ordinate and liaise with the Festival staff and production on all matters relating to Ground Transport across the festival sites, including but not limited to managing all requirements for taxis, vans and other private hire vehicles.
- To support the purchase and distribution of Artist riders across the festival site
- To ensure that Artist Liaison information is distributed across the Festival sites as needed
- Any other general Artist Liaison duties as requested by the HAL, including but not exclusively: supporting the wider Artist Liaison and Front of House festival staff across the sites; ensuring that any Production requests are dealt with in a timely manner.

Timescale

The contract will start on Thursday 1st June 2017 and end on Wednesday 19th July 2017. The post holder will manage their own time and will work the hours required to ensure that deadlines are met.

The post holder will prioritise the delivery of the outputs under this contract during this period and will only undertake work on other contracts where it does not adversely affect their ability to deliver this contract.

Fee

A total fee of £3,850 will be paid for this contract, inclusive of all expenses/taxes. Payment will be made in three instalments, on issue of invoice.

All payments will be subject to completion of each stage of the work to the Company's satisfaction. Payment of each instalment of the Fee will be subject to receipt by the Company of valid invoices issued as per the schedule below. Invoices must be submitted 14 days in advance of the payment date. VAT if applicable will be paid on production and delivery to the Company of a valid VAT invoice