

Dulwich Festival Digital Consultant



Role:

Dulwich Festival is an annual arts celebration taking place over 10 days in May. It attracts over 50,000 visitors, 300 artists and 500 performers. The festival aims to be a catalyst for creative opportunities, nurturing a thriving and inclusive community, with a commitment to valuing Dulwich and our environment sustainably over time.

We seek a consultant to support the Director and Trustees to undertake a new digital project for 2025. This consultancy will include:

- Advising on and overseeing the creation of a new website, working closely with existing festival designers, to streamline all current online activities including ticketing, mailouts and Artist Open House profiles.
- Advising on and actioning a new plan for team emails, online file sharing and data storage, to aid efficiency and keeping in line with our data protection policy.
- Supporting the training of new and existing staff on all digital systems
- Considering the safeguarding and future proofing of Dulwich Festival's digital life.

Skills & Interests:

We are looking for someone who

- Has experience with a variety of online platforms across websites, ticketing systems, comms etc, and with their integration
- Can develop a brief and support us to hire any supplementary web designers / online architects
- Can work collaboratively with our existing designers to ensure consistency and continuity
- Ideally has experience and/or understanding of public facing, community, arts projects.
- Is a good communicator and can succinctly lay out options for our director and board to assess

Commitment:

This project is anticipated to take place from September to March 2025 with the consultant delivering most of the programme in Autumn 2025.

The team works remotely, with no office space available. The Consultant would be required to work from home from their own computer / phone equipment, and to attend meetings locally.

Remuneration:

The Dulwich Festival team is a freelance and mainly voluntary one. We can pay the Digital Consultant a small fee to be discussed when the scope of the project is determined. There is no employment relationship with Dulwich Festival. An invoice will be required for this payment.