



Bermondsey Project Space
183-185 Bermondsey Street
London SE1 3UW

THR!VE

Paid Internship Application Pack

Role Description

- Two paid internship positions are available, starting from January 2024 at Bermondsey Project Space, as part of the *THR!VE* project.
- Each internship lasts a total of four working weeks (4 weeks, 5 days per week, 7 hours per day).
- The schedule for these four working weeks can be made flexible to suit the other commitments of the successful applicants across January – March 2024.
- Each intern will be paid £13.15 per hour (London Living Wage), invoiced at the end of each calendar month worked.

What We Can Offer

- The opportunity to be part of the team who will design, develop and deliver a community arts festival in Bermondsey, including opportunities to showcase your own work.
- Learning and professional development opportunities with the team at Bermondsey Project Space, tailored to your professional interests.
- Workshop-style sessions to help you develop specific skills, wherever possible.
- Professional mentorship sessions with industry experts.
- To be part of the vibrant and growing arts community in Southwark.
- Hourly pay at London Living Wage and flexible working wherever possible.

Person Specification

- **The successful applicants must be residents of the London Borough of Southwark at the time of their application.** The *THR!VE* project, and these internships, are funded and made possible by Southwark Council.
A complete list of qualifying postcodes can be found here: [Eligible Postcodes](#)
- An important aim of this project is to create opportunities for Southwark's diverse communities to be part of the vibrant art scene in the borough, as part of the Council's *Southwark Stands Together* initiative. **We heavily encourage applications from those who are persons of colour or from other ethnic minority backgrounds.**
- For this project, we are seeking to recruit people who are creative thinkers, passionate about the arts in the broadest sense, and who are excited to engage with this multi-faceted project.

- There are no requirements for applicants to hold any specific qualifications or skills, however please note:
 - o Applicants should be fluent English speakers.
 - o Applicants must have right to work in the UK for the number of hours they are working on this project, with appropriate documentation where necessary.
 - o Applicants must read and agree to Bermondsey Project Space's policies on Safeguarding and Equality and Diversity, and complete an in-person basic training session as part of their paid internship.

Accessibility

- This application pack is available in large print where required.
- Applicants are encouraged to read the Accessibility information about Bermondsey Project Space's venue, which is available here: <https://project-space.london/about-us/accessibility-2>
- The main reception area/workspace of Bermondsey Project Space is on the ground floor, at the rear of the gallery, where there is also an accessible bathroom. There is also desk space and a kitchen area on the lower ground floor, which is only accessible by stairs. We will try to accommodate those with access needs as far as possible.
- If you have any specific access requirements, please contact the team here who will be happy to help.

How to Apply

- To apply, please submit a CV together with a covering letter.
- The covering letter should be no more than one side of A4. It should outline how this opportunity would benefit your future career, suggest some skills you would like to develop as part of this internship, and tell us about some of the art or creative projects that excite you.
- **Applications should be emailed to: andia@project-space.london**
- We also accept applications in audio or video formats where required. We recommend sending audio/video files via WeTransfer or similar service.
- **Application deadline Sunday 17 December at 11.59pm**

The Bermondsey Project Space team is looking forward to receiving your applications. We will be back in touch within one week of the application deadline, with interviews taking place at the beginning of January 2024. Due to the size of our team, we are sadly unable to provide individual feedback to all applicants.

Best of luck with your application!

Contact:

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Thr!ve Coordinator

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