

**Assistant Creative Technologist** – Fixed term until March 2026

**Closing date**: 9am on Monday 03June

**Interviews will be held on:** Monday 17 June

Bradford district’s Year of Culture is set to deliver more than 1,000 new performances and events, a series of major arts festivals and major national and international collaborations. To do this we need a team of dedicated, passionate, and enthusiastic people. Thanks to funding from the National Lottery Heritage Fund raised by National Lottery players we have an exciting opportunity for an Assistant Creative Technologist to join our growing team.

Reporting to the Creative Technologists, you will support a programme of work that explores opportunities between creative, digital and technology-driven industries, with a focus on our heritage work. You will work with our Creative Technologists, Producing, Audiences and Production Teams to ensure that our programme of produced activities and the work of our partners has maximum impact.

Our heritage is in many forms - natural heritage and landscapes, and extraordinary intangible heritage in the form of people’s stories, lived experiences and diverse cultures. Digital technology is vital to the production, delivery, and archiving of our heritage projects, and ensuring they live on beyond 2025.

If you have experience of working with immersive technologies, heritage and events then we would love to hear from you.

**Key responsibilities:**

* To undertake support services including administration, record keeping, scheduling meetings, and maintaining spreadsheets.
* Undertake research tasks as required.
* Support the Creative Technologists to create new digital outputs.
* Work as part of the Heritage Team to support the delivery of cross-sector digital/heritage collaborations that maximise opportunity and reach.
* Edit and publish digital content, ensuring that public facing content is accessible and of high-quality.
* Work closely with the Audiences Team to ensure that digital heritage content is delivered and promoted in a timely manner and with all the correct information and processes in place.
* Support Creative Technologists with your experience and creative ideas to enable the integration of data and technologies into heritage projects.
* Collaborate with Creative Technologists to implement digital mapping solutions, including interactive maps and location-based experiences for heritage projects.
* Work closely with artists, partners and local communities to ensure that digital maps effectively convey historical narratives, enabling audiences to explore and engage with heritage sites and stories.
* Write and maintain code for various mapping and interactive platforms.
* Collaborate with designers to ensure that user interfaces and interactions within digital maps are engaging, intuitive, and aligned with project objectives.
* Support and enable the digital and technical development across the programme for Bradford 2025.
* Support the Creative Technologists with the delivery of programmes, events and activities that are digitally driven.
* Support on non-physical and hybrid / blended programming opportunities.
* Support the Creative Technologists with the delivery of a training and talent development programme that centres digital processes and creative technology for communities, artists, young people and cultural industries.
* To keep up to date with new developments in existing and emerging technologies, demonstrating and incorporating new techniques and procedures into working practice, and cascading skills and knowledge to team members as appropriate.

**To be successful in this role you’ll have:**

* An undergraduate degree or equivalent relevant industry experience in Interactive Design, Game Design or a related field (such as Animation, Creative Media, Digital Arts, or Audio-Visual Technologies)
* Demonstrable skills in audio editing and video editing.
* Strong organisational and communication skills
* Experience with Microsoft Office including Teams, Outlook, Word, Powerpoint, and Excel.
* Proven ability to collaborate with a range of partners, stakeholders, and artists in the delivery of ambitious creative projects.
* Ability to identify potential issues in creative and production processes and find creative solutions.
* Self-motivated and enthusiastic to learn new skills and ways of working.
* Knowledge of coding and scripting languages such as CSS, HTML, Javascript

**It would be great if you also had the following (but it’s not a deal breaker):**

* An understanding of packages within Adobe Creative Suite – e.g. Photoshop, Lightroom, Premiere Pro, Illustrator, InDesign.
* Knowledge of game engine and other softwares - e.g. Unity/Unreal, Spark AR, ARKit, ARCore, DaVinci Resolve.
* General 3D skills e.g. modelling, texturing, rigging, lighting, rendering and animating.
* An understanding of UI and UX design, prototyping, and implementation.
* An interest and/or experience in circuitry – e.g. Arduino, Raspberry pi, plug-in technology that enables people to learn how to program, sense and control digital objects.
* Understanding of Bradford’s cultural and creative sector.
* Experience of working on heritage projects.
* Experience with digital mapping or mapping in the cultural sector.

**Benefits include:**

* £26,000 per annum salary.
* 37 hours per week worked flexibly Monday to Friday, predominantly office based (City Centre location).
* 25 days holiday plus bank holidays.
* Contributory pension scheme with 5% employer contribution.
* High street discounts through Charity Worker Discounts.
* 2x Death in Service cover.
* Confidential Employee Assistant Helpline.

**We expect everyone in our team to:**

* Develop an understanding of Bradford City of Culture 2025, its values, the benefits it brings to the Bradford District and to funders and sponsors.
* Create a positive working environment, underpinned by our values.
* Act as an ambassador for Bradford City of Culture 2025.
* Drive change in our industry through actions and words that advocate inclusion and equality, creating a culture that recognises and celebrates diversity and sustainability.
* Be accountable for the safety of themselves and others by working safely and in accordance with our Health & Safety and Safeguarding Policies.
* Ensure we are collecting and using data from all activities to inform decisions, demonstrate our impact and fulfil our funding conditions in line with GDPR.
* Undertake relevant training and development as required.
* Be open to the opportunities to mentor, train and develop colleagues and participants in Bradford 2025.
* Carry out any other tasks that will be required on an ad hoc or continuing basis, commensurate with the general level of responsibility of your position.

We’re committed to ensuring that everyone feels accepted and can be their true selves at Bradford 2025, and we want our team to reflect our district. We believe that diversity in our team is crucial to our success, so we welcome applications from all races, genders, religions, ages, and sexual orientation as well as from people living with disabilities. We are proud to be an equal opportunity workplace and our ambition is to recruit and retain the best people regardless of background.

If your experience looks different from what we’ve advertised and you believe that you can bring value to the role, we’d love to hear from you. If you require any adjustments to the recruitment process, please let us know so we can help you to be at your best. This might be as simple as wanting sight of the interview questions ahead of time – whatever it is, just ask and we’ll see what we can do.

To apply for the role please send a copy of your CV and a cover letter (no more than 2 sides of A4) to recruitment@bradford2025.co.uk. We cannot accept applications without the required cover letter unless for accessibility reasons (please let us know if this applies to you).