



Creative Director Role

Application Pack & Guidance

*Prepared by Craft Scotland
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Creative Director Role

Key information

Craft Scotland is seeking a Creative Director to lead on our Presenting Craft programme which aims to profile and promote Scottish contemporary craft nationally and internationally. This is a new role which will shape high profile, ambitious public events in Scotland and beyond, and support makers, curators and other craft professionals for the benefit of the craft sector in Scotland. We have a three-year strategy in place to 2027-28, but the Creative Director will have scope to develop new ideas.

Job Title: Creative Director

Salary: £40,000 gross per annum

Contributory Pension: Craft Scotland contribution 7%; employee contribution 1%.

Contract and Hours: Permanent, Full-Time (35 hours per week).
A minimum of three days per week are to be worked at Craft Scotland's office.

Location: Studio 6, Castle Mills, 2 Gilmore Park, Edinburgh EH3 9FN

Reporting to: Director

Holidays: 39 days including public holidays.

Craft Scotland's office closes for three weeks for the Christmas and New Year break (15 days) and for the Easter break (2 days). These are mandated holidays for the team.

Probationary Period: The post is subject to a three-month probationary period.

Key Dates

Opening date: Thursday 10 July 2025

Closing date: 5pm, Friday 22 August 2025

Interview date: 8 / 9 September (date tbc)

About Craft Scotland

Established in 2008, Craft Scotland is the national development agency for contemporary craft.

We support the whole craft sector, operating across the whole of Scotland and representing all craft disciplines.

Our stakeholders are the professionals working in craft (makers, curators, educators, craft initiatives, organisations, craft businesses) alongside public audiences, media, and local and national government and agencies.

Our core work includes presenting craft, creating learning opportunities, public engagement and audience development.

We lead on sector advocacy, emphasising craft's value and highlighting its connections to national strategies in areas such as education, health, enterprise, tourism and exporting. We have a role to play in developing the market for craft and ensuring makers can develop sustainable, resilient careers.

Previous exhibitions and showcases include the Summer Show in Edinburgh (2013-2019), Collect in London (10 iterations between 2008 and 2023), Scotland Japan Showcase (2019) co-ordinated with Scottish Government, and participation in other international events such as SOFA Chicago (2012-2015) and American Craft Council's shows in Philadelphia and Baltimore. Online showcases include the Craft Directory through which we promote and profile Scotland-based makers to connect audiences directly with the sector, and Craft Week Scotland, a national campaign to promote craft businesses and develop local audiences.

We commission and carry out research which provides insights and information for our sector and stakeholders and informs public discussions around craft.

We have a committed Board who support the team and provide strategic and financial oversight. We work with a voluntary Advisory Group of makers and craft professionals who provide team and Board with guidance and advice to support development of strategy, and we lead the Craft Development Network, members include curators, academics, makers and employees of craft organisations.

We do not operate a venue. Our office is based at Castle Mills in Fountainbridge, Edinburgh.

Craft Scotland is a Creative Scotland Multi-Year Funded Organisation with funding in place until March 2028.

For further information about our work visit [Craft Scotland](#) and learn more about [our programme](#).

Our Vision

To make Scotland a place where craft plays a vital role in our society and is valued as culturally important and essential to our economy.

Our Mission

We have three intersecting mission pillars

- (i) Presenting Craft: we showcase the best of Scottish contemporary craft locally, nationally and internationally to support the sector to increase, diversify and develop the audience for craft
- (ii) Learning and Engagement: we support makers, educators and the craft sector to develop successful and resilient craft careers and ensure equitable access by diverse audiences to the wider benefits of craft
- (iii) Leadership and Advocacy: we advocate for contemporary craft in Scotland, promoting the value of the sector to public audiences and stakeholders who can help us to create strong economy and infrastructure for craft

Our Values

1. Creativity: we believe in the creativity, talent and skill of makers and craft professionals living and working in Scotland.
2. Inclusiveness: we actively engage with current social issues and work to ensure our programme is responsive to and fully representative of society.
3. Integrity: our decision-making processes are open, transparent, and fair, and we continuously seek feedback from the community.
4. Commitment: we will drive change to ensure better economic opportunity for makers and wider craft ecology through creating opportunities, partnership working and advocacy.
5. Collaboration: we work respectfully and collaboratively to achieve our shared community goals and expand our collective learning.
6. Legacy: continuing to work towards creating a more diverse and inclusive sector that supports equitable participation for professionals and audiences.

Role

The Creative Director will plan and deliver an ambitious programme of exhibitions, fairs and showcases which support makers and the wider sustainability of the sector through generating sales and commissions, developing professional connections and diversifying and developing an audience for craft. As well as a focus on sales for these events, we look for ways in which we can support experimentation and creative development. These events can vary in scale and scope e.g. the Scotland show can be of significant scale with 50+ makers participating. Others such as our Collect showcase are programmed to fit within a larger event and support 10+ makers.

A strong commitment to equality, diversity and anti-racism and accessibility must underpin all aspects of the programme.

Working closely with Craft Scotland's Director, the Creative Director will progress a strategy of income diversification for the organisation including commercial income streams, fundraising, sponsorships and partnerships.

The Creative Director will provide added benefit to makers and craft professionals participating in our programme through providing critical feedback and tailored advice.

The Creative Director will maintain an in-depth knowledge of the contemporary craft sector in Scotland and carry out research into national and international events to keep abreast of new markets in Scotland and internationally.

Developing and maintaining strong relationships with partners and stakeholders and representing Craft Scotland at stakeholder meetings and events will be an important part of the public profile of the role.

Presenting Craft has the highest impact on our carbon footprint and the Creative Director will work with the whole team to ensure our activities embed updated best practice in sustainability and climate action.

The Creative Director is supported by two part-time programme co-ordinators who work across the full programme as well as the wider marketing and office team.

Key Outputs

- Deliver a Scotland show and organise participation in one international show. It is envisaged that these will be presented in alternate years (one event per year either in Scotland or beyond Scotland).
- Identify opportunities for collaboration and work in partnership with venues and organisations.
- Develop Craft Scotland's online platforms – the Craft Directory and Craft Week Scotland - as important public platforms for makers and the sector.
- Be responsible for developing and securing income targets through diverse and ethical income streams including commercial and earned income, fundraising and sponsorship; and for cultivating relationships and partnerships with a range of stakeholders - individuals, organisations and statutory bodies.
- Work closely with the Director to develop funding applications for the programme to Trusts and Foundations.
- Work closely with the Marketing and Communications Manager to shape communications and audience development strategies for the programme.
- Work with curators and partners to co-develop and deliver one-off projects or events which benefit the sector. These can range from national exhibitions with museums and heritage agencies, international showcases on behalf of Scottish Government or curated tours for visiting groups.
- Work with the Director to inform development of research projects which benefit the sector.
- Co-ordinate and lead sector Go Sees (UK and international).
- Manage project budgets and financial reporting, internally and to funders and partners.
- Occasional support for Craft Scotland's Learning and Engagement programme, by providing content for professional development webinars or [COMPASS: Online](#) learning resources and providing guidance for COMPASS participants. You can read our [COMPASS: Emerging Maker Impact Report](#) for an overview.
- Support the aims and objectives of Craft Scotland's advocacy strategy through identifying opportunities for advocacy and related communications when planning events and projects and representing Craft Scotland at meetings and events.

- Ensure all activities are evaluated in line with Craft Scotland's impact measurement processes e.g. surveys, conversations, commissioned research.
- Work collectively to support the wider team and create a positive working environment.
- Attend Board meetings and other meetings if required e.g. Advisory Group, Craft Development Network.

Experience and Skills

Essential

- At least five years' proven experience of curating and delivering contemporary craft projects and events of varying scale that have achieved impact for makers, partners and audiences.
- In-depth knowledge of the Scottish contemporary craft sector.
- Delivering successfully against income targets.
- Understanding of risk management.
- Working with senior management teams and working collectively as part of a team.
- Demonstrable experience in partnership working across the craft and creative industries.
- Commitment to equality, diversity and inclusiveness - understanding different lived experiences as they impact on participants and audiences.
- Creating and monitoring project and programme budgets and providing timely and accurate financial reporting.
- Excellent networking skills.
- Knowledge of audience development strategies and evidenced commitment to equality, diversity and inclusiveness - understanding different lived experiences as they impact on craft professionals and audiences.
- Ability to build strong and effective relationships with a staff team.
- Excellent research, writing and communication skills aimed at a range of audiences.

Desirable

- Knowledge of the international craft and design sector.
- Understanding of evaluation and how impact is measured.
- Experience of commissioning processes.

Person Specification

The Creative Director should demonstrate awareness of and sensitivity towards the varied and changing needs of those working in the sector.

Be enthusiastic in connecting with and listening to makers and craft professionals and in representing Scottish contemporary craft to different audiences.

Be committed to developing positive and professional communications internally and outside of the organisation.

Build trust through demonstrating sound knowledge, experience and judgement and a proven ability to manage many and sometimes conflicting priorities.

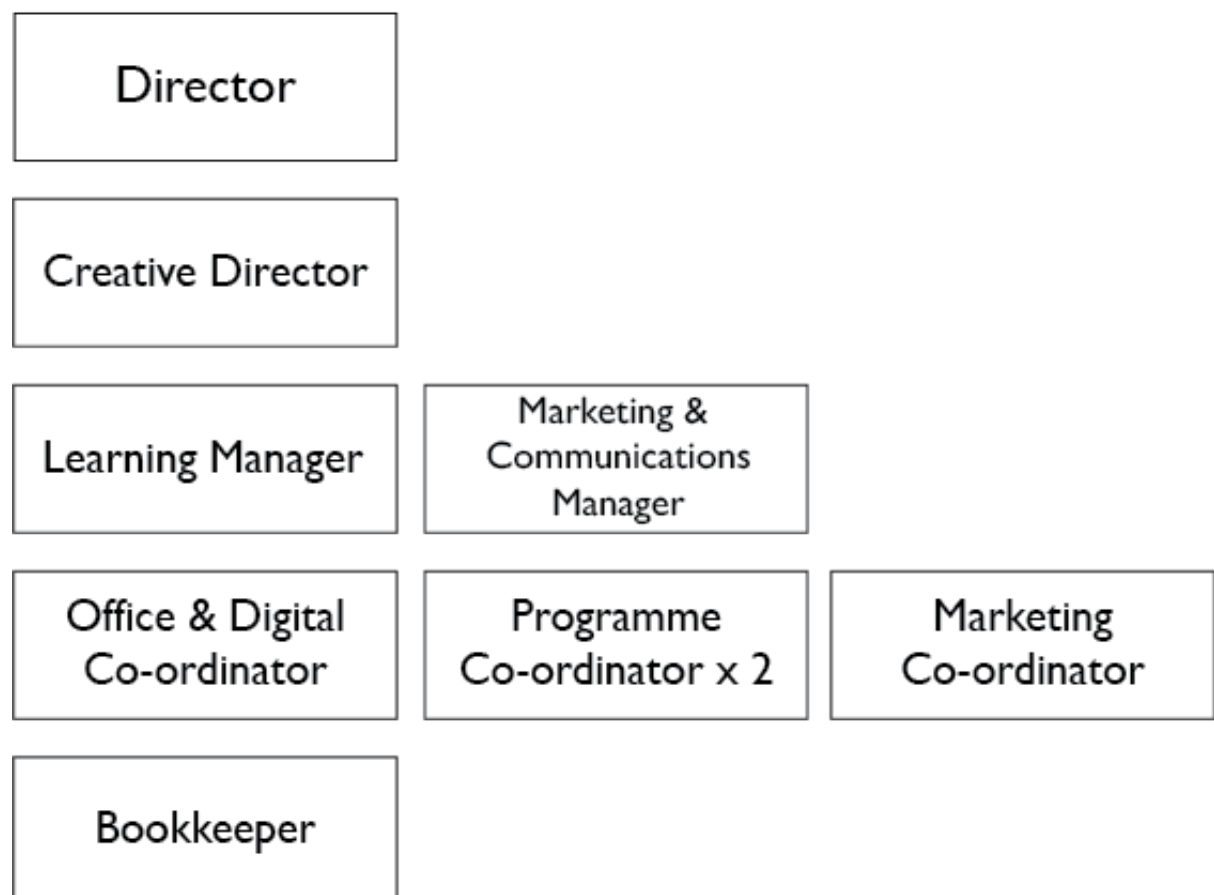
Have good time management skills.

Proven ability to work independently and as part of a team.

Willingness to travel nationally and internationally, and to attend out of hours events (Craft Scotland and sector events).

Be open to collaboration and partnership working, with partners large or small.

Organisation Structure



Organisational Support:

Craft Scotland cares about building a great workplace for our team. We are committed to Fair Work which is reflected in our policies and procedures. We cultivate a collaborative working environment in order to support development and delivery of a high-quality programme for our stakeholders.

We support our team's training and professional development to ensure we can provide excellent support to our sector and to allow team members to progress and develop within their career. With guidance from your Line Manager, you will create an annual Personal Development Plan identifying areas for development including in-house learning opportunities, studio visits, coaching, training and reading. Additionally, you can take 4 Research Days across the year to focus on an area of interest and then share this learning with the team.

We support team members' wellbeing. We offer 39 days holiday each year and wherever possible, to accommodate team members' needs across the working week e.g. for childcare or other caring responsibilities, flexible hours can be negotiated. We offer wellbeing vouchers to the value of £50 each year.

Hybrid or home working is supported for a proportion of the working week. We do not pay overtime, but Time Off in Lieu (TOIL) can be claimed.

The Board keeps in touch with the team, meeting over the year for training, strategic planning and informal networking.

We offer a contributory pension scheme (Employer 7%, employee 1%).

Equal Opportunities & Access

Craft is culturally significant, essential to our economy and meaningful to our communities. Craft Scotland believes that everyone should have the opportunity to see, enjoy, learn about and participate in craft.

We are committed to equality and opposed to all forms of unfair discrimination and to building a diverse and inclusive workplace where everyone feels valued, respected, and is empowered to thrive. We welcome applications from candidates from all backgrounds and believe that a wide range of perspectives leads to better ideas, stronger teams and creates positive environments for learning and development across all our work.

We are dedicated to making our recruitment process as inclusive and accessible as possible.

We particularly welcome applications from those who are under-represented in the craft sector; including those who may be:

- Black, Asian, Mixed Heritage and/or a Person of Colour
- Have experience of displacement, such as refugees and asylum seekers
- Come from a disadvantaged socio-economic background
- Identify as d/Deaf or living with a disability

- Identify as neurodivergent
- Identify as LGBTQIA+
- Have grown up in the care system
- Are currently a carer. *A carer is defined as a person who provides unpaid care and support to a family member, friend or neighbour who is disabled, has an illness or long-term condition, or who needs extra help as they grow older*
- Are Gaelic or Scots speakers, or do not speak English as a primary language
- Live in geographic locations which may inhibit opportunities for engagement.

Craft Scotland is an Equal Opportunities Employer and our office at Castle Mills is accessible.

Craft Scotland's [Equalities, Diversity & Inclusion policy](#) outlines our commitments in more detail.

Support with your application

Please do get in touch if you are interested in this vacancy but feel there are barriers limiting your ability to apply and/or participate in the interview process. Examples include, but are not limited to:

- Accessibility
- Travel
- Slow internet

The application form is available in simplified and large print word format.

We are happy to help if you have any questions, or if you require any assistance to complete your application or to attend an interview. You can get in touch directly with Irene Kernan, Director at irene@craftscotland.org to talk through any support you need. Please get in touch by 13 August to discuss support or help with your application.

How to apply

Applicants should apply through the Craft Scotland [online application form](#).

The form includes space to upload the following:

- Cover letter outlining how your skills and experience match the role (max 2 x A4 pages)
- Current CV (max 2 x A4 pages)

We request that you include contact details for two relevant referees (Name, Organisation, Job Title, Email and Contact Phone Number) and briefly describe in what capacity they know you.

We also ask you to complete our [Equal Opportunities Monitoring Survey](#). This survey is voluntary and can be completed anonymously. It does not form part of your application and will not be used in

any part of the selection process, but it is useful for our reporting to funders and understanding our audience.

Interviews

Interviews will take place on 8 or 9 September 2025 in person at Craft Scotland's office (date to be confirmed).

The interview panel will include Sandra Gunn, Chair of Craft Scotland, Diana Sykes, Board member, Irene Kernan, Director. A representative from Creative Scotland will attend as an observer.

Craft Scotland will reimburse reasonable travel/care costs for in-person interviews.

Craft Scotland is a registered charity supported by Creative Scotland. Craft Scotland is a member of Culture & Business Scotland, we have taken the Scottish Business Pledge, and we are a Digital Participation Signatory and a Living Wage Employer.

About

Supporting Makers, Promoting Craft

Craft Scotland is the national development agency for craft.

We put makers at the heart of all we do, championing diverse and high-quality contemporary craft.

We help people learn about, appreciate and buy craft, promoting the contribution of craft to Scotland's cultural, economic and social well-being.

Through our exhibitions and events programmes, digital platforms and strategic partnerships, we provide leadership for the sector.

We create opportunities for makers to develop their creative and business practice, and to exhibit and sell work in Scotland and beyond.

We are a registered charity supported by Creative Scotland.

Contact

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