

## **OPEN CALL FOR A FREELANCE CONFIDENTIAL ADVISOR**

**Dance Organisation GRIP**

**Application Deadline: 31.05.2024**

### **INTRODUCTION**

GRIP seeks a dedicated and experienced freelance Confidential Advisor. As an essential component of our commitment to fostering a healthy, inclusive, and safe working environment, the Confidential Advisor will support our staff and artists on psychosocial risk, well-being at work, and dealing with transgressive behaviour.

### **ABOUT GRIP**

GRIP is a dance organisation from Antwerp with shared artistic leadership. Choreographers Femke Gyselinck, Jan Martens, Cherish Menzo, and Steven Michel act as artistic directors. Alongside artistic coordinator Rudi Meulemans and company manager Klaartje Oerlemans, they lead GRIP. We are dedicated to creating an inclusive and respectful environment where artists and collaborators can thrive. We take well-being and safety seriously and believe that every individual has the right to work in a supportive and nurturing atmosphere.

GRIP manages different production processes and tours of the work of the four choreographers.

Whilst GRIP's core team consists of 10,5 FTE, for each production a dynamic and international team constellation is made in which different remuneration systems are applied. On a year basis there are 180 short term contracts with freelancers, both on payroll and on invoice basis

### **POSITION OVERVIEW WITH GRIP**

As a freelance Confidential Advisor at GRIP, you will be taking on the following tasks:

- You are a listening ear, advisor and/or dialogue partner concerning individual or structural topics regarding well-being on the work floor for all employees (fix staff or freelance) of GRIP, whether they are currently working for the organisation or have been working for GRIP in the past.
- Collaborating, when necessary, with a) a potential future internal confidential advisor and b) the external prevention advisor (PAPSY) with IDEWE (GRIP's external service for prevention and protection at work)

- Supporting the employer to develop and implement policies and practices that ensure a safe and respectful workplace.
- Becoming part of GRIP's work group for well-being on the work floor.

**Key Responsibilities regarding requesters:**

- Providing confidential support and guidance to individuals facing psychosocial risks and transgressive behaviour by offering a safe space for employees and freelancers to discuss concerns.
- You protect and keep at all times professional secrecy and treat all information strictly confidential. You will only act upon request of the requester.
- Upon request: facilitating dialogue and moderation between two or more parties

**Key Responsibilities regarding the organisation:**

- Advocating for the well-being and mental health of our team members as a member of the workgroup prevention.
- Guiding the organisation in addressing and preventing transgressive behaviour as a member of the workgroup prevention...
- Inventorying and labelling of the number of different interactions as a confidential advisor on a year basis, with protection of individuals' data, in regards to the year report on safety on the work floor at GRIP.
- Monitoring and evaluating the effectiveness of our policies and initiatives related to psychosocial risk and well-being at work.

**Qualifications:**

- Training as a confidential advisor, by preference at Sociaal Fonds Podiumkunsten (IDEWE) - or an equivalent.
- Proven experience as a Confidential Advisor or a related role.
- Strong knowledge of psychosocial risk, mental health, and interpersonal conflict resolution.
- Excellent communication and interpersonal skills.
- High level of empathy and confidentiality.
- Knowledge about the most recent legal and practical matters concerning psychosocial well-being at work.
- The freelance confidential advisor is preferably based in Belgium, but is not a requirement. Efficient and fast reactivity is a priority, as well as the mobility to meet face to face.

- English speaking, Dutch and/or French is a plus

**FEE**

The remuneration is provided in accordance with the Belgian collective labour agreement for the performing arts (CAO Podiumkunsten).

**HOW TO APPLY?**

Please send by e-mail to [klaartje@grip.house](mailto:klaartje@grip.house):

- your CV
- elaborated motivation to fulfil this position either via a written letter or via video.

Your application will be assessed by the members of the internal workgroup on safety and the management of GRIP.

The deadline is 31.05.2024. We will get back to you before the 10th of June.

Selected candidates will be invited for one or more conversations held at the GRIP office in Antwerp (Offerandestraat 1a) between 17 and 30th of June 2024.

**Note:** GRIP is an equal-opportunity employer, and we encourage candidates from diverse backgrounds and experiences to apply. For inquiries or further information, please contact [rudi@grip.house](mailto:rudi@grip.house).