

SUNDERLAND CULTURAL EDUCATION PARTNERSHIP

Sunderland LCEP Producer

Role	SCEP Producer
Hours of work	Initial contract period 27 days between: Dec 2021 – May 2022 (approx. one day per week). We anticipate that the successful producer (alongside the SCEP steering group) would bring in further funding during this time to help sustain the role post May.
Location	From your own home and other locations as required. An ability to travel easily around Sunderland is essential in order to carry out this role.
Contract Type	Freelance contract fixed until May 2022 This position requires an Enhanced Disclosure and Barring Service (DBS) Check.
Fee	£175 per day As this is a freelance role, the post holder will be responsible for their own tax and National Insurance payments.
Reports to	Sunderland LCEP Chair
How to apply	Email a CV and Covering Letter to: Lizzie.Nixon@togetherforchildren.org.uk Deadline for applications is 5pm on Friday 29th October 2021. Applicants will be invited to interview w/c 15th November. We are keen to make the application process as accessible as possible. If you would prefer to send a video application or make some other adjustment to your application or interview, please do let us know. Similarly, if you would like to discuss this role in advance of applying please get in touch with Lizzie Nixon, Sunderland LCEP Vice Chair on: Lizzie.Nixon@togetherforchildren.org.uk / 07876 818036

Context of Role

National Context

Arts Council England in partnership with the Department for Education launched The Cultural Education Challenge to improve the alignment of cultural education for young people through Local Cultural Education Partnerships (LCEPs). Over 90 LCEPs have been established across England. In each Local Cultural Education Partnership, a Bridge Organisation works with schools,

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the local authority, voluntary and community organisations, Higher Education, Music Education Hubs, and other funders to drive a joined-up art and cultural offer locally, to share resources and bring about a more coherent and visible delivery of cultural education.

Sunderland LCEP

Sunderland Local Cultural Education Partnership (SCEP) is an open and strong partnership network with clear leadership that advocates for the role of arts and culture in young people's lives. It brings together arts and cultural sector organisations, educational institutions, individual artists and educators, academics and researchers and cross sector agencies to further its vision to ensure that all CYP are supported to engage in arts and cultural activity that has meaning and value in their lives and well-being, now and in the future.

The SCEP strategy is based on research of the city priorities for children and young people. It is informed by the Sunderland City Plan 2019 -2030 and by the health and education profiles of children and young people in the city. The aims and outcomes for the SCEP are:

- To create more opportunities for CYP to engage in creative activity through collaborative working that adds value to what currently exists;
Outcomes:
 - Raised confidence, self-esteem, resilience and aspirations of CYP;
 - Better health outcomes for CYP;
 - CYP taking greater leadership roles and being involved in decision making;
 - CYP discover their creative potential;
 - Raised awareness of career pathways in the arts;

- To organise and support targeted events to support arts engagement;
Outcomes:
 - Widened access to arts activities for our communities;
 - More diverse representation in activity;
 - More family involvement in the arts;
 - Better health outcomes for families.

- To develop a programme of training events to support local artists and teachers to confidently deliver arts activities in schools;
Outcomes:
 - Enhanced capacity, greater confidence and skills sharing across professional groups.

- To develop a programme of mapping, research and evaluation projects and a communications strategy to further advocate for the arts and a creative curriculum and to address areas where CYP are most in need;
Outcomes:
 - Raised awareness of the value of the arts
 - Raised awareness of creative opportunities available for CYP and their families;

- To develop the SCEP itself to address the vision and aims it embraces:
Outcomes:
 - Wider partnerships and membership of the SCEP;
 - Relevance of activity to the wider policy context;
 - A funding strategy that supports the vision of the SCEP and enables the above

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activity and workstreams to be delivered.

The SCEP celebrates a strong membership, which includes Sunderland Empire, Sunderland Culture, Together for Children, Sunderland Music Hub, New Writing North, Public Health, Seventeen Nineteen, Little Inventors, Aim High Academy Trust, Usworth Colliery Primary School, Colombia Grange School, Sunderland College and other educational institutions across the city. The SCEP is supported by Culture Bridge North East.

Responsibilities and Duties

Job Overview

The SCEP Producer will be central to the delivery of the SCEP over the coming academic year, with potential for the role to grow and develop as the SCEP grows in activity and in funding. The postholder will act as the conduit between SCEP partners, cultural organisations and educational institutions and will be the driving force in the development and delivery of the SCEP strategy. They will engage in a diverse range of tasks from identifying potential fundraising streams and supporting the bid writing process, convening meetings and administrative tasks, leading on the SCEP's communications strategy, organising projects and galvanizing membership. We anticipate that the successful producer (alongside the SCEP steering group) would bring in further funding during this time to help sustain the role post May. This role is the only paid post in the partnership.

Fundraising:

- Work with SCEP Chair, Vice Chair and Steering Group to identify potential fundraising opportunities including trusts and foundations, partnership funding opportunities and private sector investment
- Undertake bid writing with support from SCEP Vice Chair and membership

Communicating and liaising:

- Providing a point of contact for the SCEP membership and those looking to engage with the SCEP.
- Regularly communicating with the SCEP Chair and Vice Chair and SCEP work streams to report on progress for each work strand
- Working with SCEP to create content for social media, website and/or marketing materials about the SCEP
- Representing the SCEP regionally at meetings, conferences, and events

Project organisation and management:

- Working with SCEP work streams to deliver on the action plan including forming an Activities and Projects work stream that proposes a programme of events and CPD
- Administrative support including organising SCEP meetings, setting agendas, circulating information etc.
- Record keeping and evaluation of projects and events delivered by the SCEP

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Expected Competencies

Experience and knowledge

- Experience of working within the creative education sector, e.g. with practitioners, young people, schools and music, art or community organisations
- Experience of producing or coordinating participatory arts projects or cultural education programmes
- Experience of working with communities who experience exclusion or marginalisation
- Experience and knowledge of safeguarding children and young people.

Skills and personal characteristics

- Excellent organisational skills
- Excellent written and verbal communication skills
- Excellent interpersonal skills: an ability to relate confidently and sensitively to a wide range of people
- An ability to work as a member of a broad team of partners, balancing priorities from across each partner organisation
- Evaluation skills: an ability to record and gather information and undertake evaluation
- An ability to be proactive and manage own workload and balance priorities.
- A passion for inclusive and equitable practice in the arts, and a belief in the social and personal benefits of cultural education