**COUNTY DURHAM CULTURAL EDUCATION PARTNERSHIP**

**(CDCEP)**

**APPLICATION PACK**

Thank you for your interest in this role.

In this pack you will find:

* Information about the County Durham Cultural Education Partnership
* Key Terms and Conditions
* Background to the Role
* Role Purpose and Responsibilities
* Person Specification
* Recruitment Process and Timetable

If you find you have a question which isn’t answered in this pack, please feel free to email enquiries@intheforge.com

**ABOUT CDCEP**

The County Durham Cultural Education Partnership (CDCEP) is a platform for organisations, schools and service providers to work together to instigate collaborative, informed approaches using arts and culture to address the needs of children and young people.

The work of the partnership is for the benefit of children and young people living in County Durham, encouraging and supporting them in accessing and engaging in arts and culture. This could be outside of County Durham, but there is intrinsic benefit in increasing their awareness of and access to opportunities on their doorstep within the county to encourage repeated and longer-term engagement both in and outside of school.

**Aims and objectives**

The CDCEP’s broad purpose is to identify those needs and areas where support could be best targeted and the collaborative advantage of partnership working will affect greater impact toward change. The key priority areas are re-visited annually, guided by current data, reflection on previous work and collective current knowledge and experience.

The overarching aim of the partnership, through collaborative working and in alignment with Arts Council England’s Creative Case for Diversity and Cultural Education Challenge, is to ensure:

**“All children and young people living in County Durham are able to access, and increasingly access, opportunities to engage with cultural activity within and outside of schools.” (Terms of Reference)**

The CDCEP’s strategic priority areas are:

* Sustainability of CDCEP work: overarching strategic goal
* Impact mapping and evaluation: overarching and continuous process
* Young people’s voices: overarching priority, mechanisms in place to directly consult and co-create with young people
* Training resources for schools: targeted delivery work with schools and their stakeholders, including Governors
* Advocacy of cultural education: targeted delivery work, supported by a communications strategy

CDCEP is supported by Culture Bridge North East and is one of eight Cultural Education Partnerships spanning the North East of England.

**CDCEP member organisations include:**

Beamish

Bowes Museum

Culture Durham Partnership

Durham Cathedral

Durham County Council - Culture, Sport & Tourism, and

Durham County Council – Children & Young People’s Services

Durham Music Service

Durham Sixth Form College

Durham University

National Youth Choir of Great Britain

New College Durham

The Auckland Project

The Forge

The Witham

TIN Arts

**ABOUT THE FORGE**

The Forge is an Arts Council England National Portfolio organisation specialising in participatory work with young people. They work closely with disadvantaged schools co-creating arts-based programmes to improve children's outcomes. They are the North East delivery partners for Artsmark and work in partnership with Culture Bridge North East developing research-based programmes.

The Forge is the North East’s leading arts-in-education agency. They are an Arts Council National Portfolio Organisation, and specialise in multi-agency projects that use the arts to improve the life-chances of children and young people. The majority (95%) of their programme occurs in places of least cultural engagement and focuses on overcoming barriers that prevent people from accessing arts and culture. They have over 21 years-experience of co-creating programmes with North East school partners. In recognition of their skills in teacher development, they deliver the Arts Council’s Artsmark training programme for Culture Bridge North East, and in 2018 began a pioneering Teacher Development Programme with seven North East primary schools, funded by the Paul Hamlyn Foundation ([Teaching Things Differently - Paul Hamlyn Foundation (phf.org.uk)](https://www.phf.org.uk/teaching-things-differently-using-photography-to-support-childrens-creative-writing-skills/)).

Find out more about The Forge at [www.intheforge.com](http://www.intheforge.com)

**KEY TERMS AND CONDITIONS**

**Responsible to**

The Forge Executive Director and the CDCEP Programme Steering Group

**Terms**This is a part-time, freelance post, commencing in December 2021 and lasting 24 months. The role is for a total of 104 days across the project lifespan, at a daily rate of £180 per day which is inclusive of any travel costs).

**Location**

Remote/home working and/or use of The Forge office space in Stanley, County Durham, and meetings in schools, where appropriate.

**Eligibility**

Applicants must be registered as self-employed and have the right to work in the UK

**BACKGROUND TO THE ROLE**

The Forge, on behalf of County Durham Cultural Education Partnership (CDCEP), is seeking to appoint a Project Coordinator to lead a new Creativity, Health and Wellbeing programme in three County Durham Schools.

We are looking for a highly motivated, enthusiastic individual who is flexible, committed and hard working. You might be a teacher, arts professional or have a background in health education. You need to be a creative thinker and ideas generator, able to successfully negotiate partnerships between schools, health education specialists and the wider creative and cultural sector through an understanding and sensitivity to the needs of these different sectors.

The aim is to develop an innovative, culturally led, scalable, replicable and sustainable solution to some of the mental health and wellbeing challenges facing young people in schools. You will need to respond to a school’s specific dynamic, rather than applying a pre-determined process. The approach to this programme is research and development based resulting in activity, testing models, revealing findings and providing recommendations for roll out and expansion of activity across County Durham in the future.

The programme will focus on three schools in Stanley. The area has experienced significant social and economic deprivation, leading to an under-skilled population with low aspiration and self-esteem. The area profile report published in January 2018 highlighted that 28% of children lived in poverty and had the highest percentage of children in the County with excess weight with 26.2% at reception, rising to 40.7% at year 6. Schools in the area achieved 53.3% GCSE achievement (5A\*-C including English and Maths) in comparison to the national figure of 67.1%, and that 16.7% of people reported moderate to severe anxiety or depression. These low levels of attainment (and economic well-being) impact on health; in this region, hospital stays for self-harm are 74% higher than nationally and 39.6% higher for alcohol related harm. Covid – 19 has added a new dimension to the issues already facing many children in the area.

We will create a two-year culture-led mental health wellbeing programme across three schools. We will test how a cultural programme can improve the mental health and wellbeing of children in Durham. It will be co-created with cultural practitioners, teachers, health specialists and young people. We will establish a research network of partner schools, teachers, education and health specialists, academics, school governors and cultural providers; all led by a Programme Coordinator. The producer

will act as a ‘creative agent’ and will work with the consortium to develop the evaluation framework. Selection of the schools will be the result of a consultation

between the key partners and will focus on the capacity and willingness of each of the schools to adapt to an extensive action research project.

Programme Process:

* Research - The Coordinator will work alongside the schools to understand better how the school operates and to co-develop a proposed research question. The partnership will create a meaningful and shared way forward, where the individual school research question will be defined, joint aims and objectives will be discussed and agreed, and evaluation methodology confirmed
* Delivery - Informed by the research phase, an appropriate creative programme will be developed in partnership with cultural providers and teaching staff and will reflect the needs of the school and pupils
* Evaluation/Dissemination – Review and reflection will be a key aspect of this programme. A range of evaluative tools will be used by the team to collect evidence. This will also inform the shape of the second year and dissemination process.

The Forge will be the lead organisation and will oversee recruitment, managing key people, coordination, liaison, marketing, communication, leading on evaluation, and financial reporting. The Forge will also host the Project Coordinator.

Durham County Council (DCC) Public Health (PH) is a partner and funder of the project. We will encourage representation from PH on the Steering Group. DCC Community Arts team & DCC Education representatives will also support the project on the Steering Group. This will help to ensure that the project delivers against local authority and public health targets for Children and Young People (CYP) in North Durham and embeds learning across service areas.

**ROLE PURPOSE AND RESPONSIBILITIES**

* To work with The Forge to support the recruitment of the three partner schools
* To undertake a period of desk research to understand best practice in the use of creative approaches to developing strong emotionally resilient young people
* To work in partnership with the school leadership teams to identify a clear focussed area of health and wellbeing work that has relevance and importance to the school
* To identify and initiate an appropriate methodology to support pupil voice in the project
* To explore creative, realistic and tailormade approaches to developing that area of work to produce an enquiry framework, unique and specific to that school and linked to the school development plan
* To develop programmes in ways that maximise the active participation of a broad range of partners in a truly inclusive manner and supports schools to develop ownership of and responsibility for the programme
* To work with schools and CDCEP to contribute to the recruitment of creative practitioners
* To broker partnerships with creative practitioners who can work with the school to turn their enquiry framework into an action plan for a creative learning programme of work
* To work with young people, teachers and school staff, and where appropriate, parents and the wider community, to develop an inspirational long-term programme of activities in partnership with creative practitioners which reflects the aims and objectives of all partners
* To support the school to identify and embed the learning that has emerged into their planning in order to sustain the development of creative learning across relevant aspects of the school
* To ensure the project is kept focused on the key question and supporting the school in evaluation and reflection
* To share learning with the programme steering group and CDCEP so that it can inform future projects and approaches
* Initiate and oversee the evaluation process in partnership with CDCEP and steering group
* Provide quarterly reports for Culture Bridge North East and the programme steering group.

**Additional - Child Protection**

* Successful applicants will need a current Enhanced DBS check (which can be organised by The Forge) and understand and adhere to The Forge’s safeguarding, child protection, health and safety, and equality and diversity policies.

**PERSON SPECIFICATION**

The key competencies (knowledge, skills, experience, qualifications etc) the role is required to demonstrate:

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|  | **Essential** | **Desirable** |
| **Knowledge** | * Knowledge of creativity, the creative process and creative learning
* Knowledge and understanding of collaboration and effective partnership working
* Understanding of schools’ organisational structures and the challenges facing schools
* Understanding of the importance of advocating for the wider use of creative learning methodologies with key partners of influence
* Understanding of reflective practice
 | * Knowledge of current education context and initiatives impacting on the creative learning agenda
* Understanding of curriculum and school needs
* Understanding of pupils as co-participants in learning and child-centred learning
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| **Experience** | * Experience of establishing confident and productive relationships with a range of stakeholders
* Demonstrates a varied interest in cultural practice and networks
 | * Experience of building long-term, sustainable relationships with individuals and organisations
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| **Skills** | * The ability to seek out collaboration and engage dynamically with a range of partners
* Project planning, including strong budget management skills, attention to detail and ability to work to deadlines
* Ability to express ideas and theories about creativity and emotional resilience using accessible language
* Ability to devise with colleagues, a broad range of needs-based programmes of activity that are aligned with the individual or group learning needs or broader development issues in the school
* High level of personal organisation and excellent time management
* Excellent facilitation and negotiation skills and understanding of contracts and partnerships
* Ability to work with children and young people as equal partners in an exploratory process
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**RECRUITMENT PROCESS AND TIMETABLE**

**Key Dates**

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| **Deadline for applications** | **Friday 3 December 2021** |
| Shortlisting completed and candidates notified  | Friday 10 December 2021 |
| Interviews/Assessment | Friday 17 December 2021 |

**How to Apply**

Please send a CV, together with a supporting statement demonstrating in detail, how you meet each of the requirements of the Person Specification.

Applications can be posted to The Forge, Stanley Education Centre, King Edward VIII Terrace, Shield Row, Stanley, County Durham, DH9 0HQ or emailed to enquiries@intheforge.com. All applications will be acknowledged.

If you have any queries not answered in the application pack, please email enquiries@intheforge.com.

**Shortlisting and Interviews**

Once shortlisting is complete, we will inform every applicant – successful or otherwise – whether they have been successful in making it through to the next stage.

Interviews will be with Martin Wilson, CDCEP Joint Chair, Kylie Lloyd, CDCEP Joint Chair, and Tony Harrington, Executive Director of The Forge and held in person at The Forge’s offices in Stanley.