

CREATIVE PRODUCER BRIEF

South Tyneside Local Cultural Education Partnership (LCEP) have secured £50,000 through Arts Council Partnership Investment Funding and Covid Recovery Funding for work that helps the LCEP to deliver its priorities and develop the partnership.

Creative Producer

We are looking for a Creative Producer to make things happen by occupying the space between the creative process and the operational process in this programme for the South Tyneside LCEP PI work.

25 days @£300 - equal to 2.5 days per month over 10 months or x5 0.5 half days per month over 10 months – **£7,500**

The Creative Producer will report to Katy Milne, Cultural Programme Officer

The Creative Producer will receive support from Katy Milne, Cultural Programme Officer and Enid Fairbrother Strategic Lead for Education and Standards (LCEP PI Leads)

key deliverables of Creative Producer post

- Co-ordinate the work plan set out in the PI proposal and programme
- Manage and steer the timeline, aims and objectives for the PI programme
- Keep the PI Leads informed/involved and support the Leads to keep the LCEP network up to date and involved in learning
- Programme a series of creative conversations. Work with creative practitioners to develop sessions that provide space for Cultural Partners and Education Practitioners to have conversation and explore divergent thinking and convergent thinking to focus minds towards more individual specific enquiry focus
- Promote the creative conversation sessions with support from LCEP leads/LCEP network and promote the enquiry opportunities, supporting the school proposal/cultural partner matching process
- Liaise with schools and cultural partners to engage in the LCEP PI process and reflect on practice
- Support schools and cultural partners to work with relevant and appropriate creative practitioners, support contracting and administration to realise these five enquiry partnerships
- Facilitate discussions/meetings with enquiry partners, act as a critical friend and bring gentle challenge and curiosity to the process to encourage all partners to reflect and learn throughout – keeping enquiry at the heart of this
- Produce small bullet report for LCEP network meetings (x3 a year)
- Collate information about the learning throughout the process and capture evidence that can be used to evaluate the process and advocate for this practice beyond the life of this work.

There is further funding to use this information, case studies, reflections to transform the learning into an advocacy tool and prompt (something that excites, energises and invites further enquiry). There is additional funding within the programme that has the potential to enhance this role to support this aspect of the work.

skills and experience

- Significant experience of working alongside educators, young people, creative practitioners and cultural partners to support creative learning
- Experience of working alongside partners in the commissioning, planning and management of projects
- An interest in enquiry-based approaches and self-led learning
- Ability to establish strong and effective working relationships with people in different contexts
- Experience of programming and contracting artists
- Proven ability to work collaboratively and in partnership with a range of partners.
- Organisational skills that help keep a project on track and keep sight of key overall aims
- Experience of all health and safety and legal responsibilities in delivering creative activity and events.
- Experience of managing budgets and delivering a quality programme within budget.
- Excellent communication skills (written, verbal, negotiation, leadership),
- Ability to be tactful, diplomatic and understanding in encouraging partners to consider new perspectives/challenge possible assumptions

DBS/public liability insurance

Ability to travel around South Tyneside Borough

South Tyneside Local Cultural Educational Partnership (LCEP)

The South Tyneside Local Cultural Education Partnership is intended as a vehicle for local cultural and educational partners to strengthen networks, share intelligence, expertise, practice and resource, as well as build capacity through shared collaborative working.

Local Cultural Education Partnerships (LCEPs) support children and young people to fulfil their creative potential and access high-quality cultural experiences where they live, where they go to school, and where they spend their free time. Partners come together from across sectors, responding to local needs and interests, to drive a more joined-up cultural education offer, share resources, and improve the visibility of cultural education in their local area.

The STLCEP focus for 2022-23 is to

- Develop the circumstances and conditions through collaborative creative learning activity that enable children and young peoples' learning skills and attributes to grow (resilience, reflection, creativity, confidence, collaboration, enquiry) and emphasis on the impact this can have on positive mental health and well being
- Develop the language/communication/conversation between arts & culture and education practitioners to develop greater exchange/understanding about how we might best work together (beyond the transactional) for the benefit of children and young people
- Inform the LCEP partnership and its wider work through the PI programme
- Develop an LCEP digital presence
- Produce a creative learning social media campaign

how to apply

If you are interested in applying for this opportunity, please submit a letter of application no longer than 2 sides of A4 detailing your relevant experience linked to the key skills and experience we have set out above.

Please attach an up-to-date CV and contact details for two referees.

If you require this information in another format please let us know.

Please send this information no later than Wednesday 27 April 12.00noon to

Katy.milne@southtyneside.gov.uk

Role advertised from Friday 8 April 2022

Closing date for applications Wednesday 27 April 12.00noon

Shortlisting Monday 9 May

Interview Friday 13 May

Planning meeting Wednesday 23 May 2022