



**NEW WRITING
NORTH**



Arts Producer-in-Residence for Newbiggin Hall

Introduction

Newcastle Arts Development Team (NADT) and New Writing North (NWN) would like to appoint an Arts Producer-in-residence to work on the Newbiggin Hall Estate in the Outer West of Newcastle.

NADT encourages participation in high quality arts activity in areas of the city which are culturally under-served. NWN is the writing development agency for the North of England. They bring people together through reading, writing, and engaging in ideas to deepen mutual understanding, encourage creative habits, and support wellbeing.

The Project

There are four principal components to the Arts Producer role:

- To develop relationships with communities on and around the estate, initially through conversation, local research, detached work, and partnership building during the summer holidays 2021.
- To bring people together using creative facilitation skills, identifying opportunities for co-created cultural activity
- To develop, in partnership with residents/participants, a programme of inclusive creative projects and programmes which reflect the cultural needs and aspirations of the community
- To evaluate all activities and the overall success of the programme.

The programme is expected to run between September 2021 and end of March 2022. A programme budget will be provided.

The Arts Producer will work closely with both NWN and NADT as well as other key partners, principal among whom are:

- Action for Children, who run the Galafield Community Hub on the estate, which is being developed into as a community resource, with local people driving the way it is used. Culture is regarded as a key component of the development programme.
- Arts Connect, a brokerage and inclusive delivery programme which aims to enable children and young people with Special Educational Needs and

Disabilities to participate in creative activity of their choice with their non-disabled peers.

The residency is the start of what the partners hope will be a long-term programme, which significantly increases the inclusive cultural offer alongside other community-based provision on the estate. Our ambition is to bring together partners working in the area, to offer support and training, and eventually to increase the local social prescribing offer.

In tandem with this residency, Action for Children are looking to develop their staff capacity to lead on wider community work. There are already some very engaged partners who are ambitious for this work, including: Saville Medical Group, Healthworks, the Parish Council, Active Newcastle, StreetGames, Newbiggin Hall Play and Youth Network, 3 local Primary Schools and Communities Team COVID BAME Champions.

Scope of Arts Producer-in-Residence role

The Arts Producer will be integral to embedding the project on the estate and empowering community members to shape the activity offered. You will act as the contact and link between NADT, NWN, The Galafield Centre and the community and work across a variety of settings.

As Arts Producer, you will work with NADT and NWN to programme and attend arts activity on the estate and be our representative 'on the ground'. You will also lead some arts activity.

You will have a participant-led approach and develop an iterative programme, getting to know communities, being a listening ear and working with them to identify further activity. Building and maintaining relationships across the estate is a vital part of the role.

Your role will involve supporting freelance writers/artists in delivering ambitious activity which engages community members in creative writing (we define this as writing in its broadest sense and could include: poetry, spoken word, script, film, podcasting, animation, comics and zines, journalism, journaling, public arts, performance, digital, cross artform text based work etc.)

You will coordinate outputs and productions (e.g. films, music recordings, poetry anthologies) and support people to engage with the wider work of the Newcastle Arts Development programme and NWN.

As Arts Producer you will report to NADT and the Partnership on a regular basis and receive support and supervision via the City Council's regular Artist Gatherings.

You will make a difference by

- Engaging in local research and relationship building on the estate
- Working with key partners to programme arts activity on the estate
- Attending and supporting workshops and activity as part of the Newbiggin Hall project
- Leading some arts-based sessions in consultation with local partners and participants
- Being the 'on the ground' contact for, and link between, the community, the Galafields Centre and other partners
- Supporting individual members of the community where appropriate, both in terms of their progression and their engagement within sessions
- Attending Artist Gatherings with NADT
- Coordinating and producing relevant artistic outputs from the programme (e.g. films, music recordings, poetry collections)
- Promoting and championing the aims of NWN's Participation programme
- Adhering to NCC Child Protection and Safeguarding policy

Artistic Development

- Devise inclusive projects and programmes of activity that contribute to the partners' values, goals, and objectives
- Listen to intergenerational community members and ensure their ideas, interests and concerns are central to the opportunities we offer
- Identify opportunities for project development and see them through
- Recognise potential and signpost members of the community to opportunities within wider programme and other opportunities in the region

Project Management

- Build and maintain relationships with members of the community as well as staff at other partner organisations
- Liaise with partner staff and freelancers to organise delivery of sessions.
- Undertake on-going evaluation with community members including in-session observations and end of project evaluation using tools including narrative interviewing and questionnaires
- Produce end of project evaluation reports
- Report to partners at the end of each session using an online monitoring form
- Budget Management in partnership/consultation with NADT and NWN.

Creating Digital Content

- To develop and deliver digital content and marketing (including social media) for the Newbiggin Hall project

You will need

We are looking for a creative self-starter with exceptional communication and relationship building skills who is not afraid to take calculated risks.

You need to be confident working with a wide range of people and able to initiate contact. You must be proactive and a creative problem-solver. It is essential that the Arts Producer is inclusive, adaptable, and responsive in their working style.

We will be using the following criteria in our selection:

- At least one year's experience of working directly with hard-to-reach groups
- A passion for working with people and recognising and developing their potential
- Knowledge of participatory arts practice and policy
- Experience of delivering and/or producing projects in the arts
- Experience of working with community organisations
- Self-starter with the ability to demonstrate an entrepreneurial and ambitious approach to developing arts activity
- The ability to work flexibly and independently, manage competing workloads and be highly proactive
- Strong planning and organisational skills with excellent attention to detail
- Ability to demonstrate experience of building and maintaining relationships with a wide range of people
- Ability to work flexibly both with colleagues and with partners
- Ability to identify opportunities and see them through
- A passion for the arts and literature and the role they can play in helping to address social mobility
- Knowledge of contemporary literature and current affairs
- A good knowledge of the North East region
- The successful candidate will be required to apply for a DBS check if they don't already have one and hold their own Public Liability Insurance
- Evidence of budget management and report writing/evaluation skills

Timetable

- Deadline for the submission of applications Friday 30th July 2021 at 5pm
- Interviews Monday 9th August 2021
- Induction week W/B 16th August 2021
- Arts Producer in Residence Delivery September 2021 – end March 2022
- Celebration/Screening Events March 2022

Budget

The all-inclusive fee for the Arts Producer Residency is £14,000 (+ VAT, if applicable). Based on £175 pd x 80 days.

The budget will be managed by the City Council's Arts Development Officer in consultation with the Arts Producer-in-residence. A payment schedule will be agreed with the successful applicant on appointment.

How to apply

Applications are invited from professional Arts Producers permanently resident in the North of England and should include:

- A covering letter explaining
 - why you are interested in this residency
 - what you hope to achieve during the residency, and
 - how you would approach the challenge
- indicate clearly how many days they will allocate to the residency, and provide an indicative timetable for activity
- Evidence of previous relevant experience which demonstrates your suitability for the post
- An up-to-date CV with contact details for two referees
- Details of your availability between July 2021 and March 2022
- 2 examples of work previously made in partnership with collaborators
- 2 examples of work created as part of your individual practice
- Proof of current DBS
- Copy of Public Liability Insurance Certificate

Applications should be sent to alison.flanaganwood@newcastle.gov.uk
Please send no more than 2 sides of A4

If you require some more information on this commission, contact either:

Alison Flanagan Wood
Arts Development Officer
Newcastle City Council
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m: 07917271331

or

Ruth Dewhirst
Senior Programme Manager (Participation & Young People)

New Writing North
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