

Role Descriptor: Cultural Education Co-ordinator

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| Salary: | £28,000 - £34,000 pro-rata, depending on experience |
| Hours: | 25 hours per week / fixed-term contract to 31 st August 2019 (with the potential to extend for a further 12 months). |
| Based: | Blackpool |
| Reports to: | Head of Education & Research – Curious Minds <i>This post is jointly funded by Curious Minds, Blackpool Teaching School Alliance and Headstart</i> |
| Responsible for: | Staff & freelancers as allocated |

1. Application Process

To apply for this position please download the application form from Curious Minds' website. Completed application forms should be returned to: shirley.bailey@curiousminds.org.uk

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| Application Deadline: | Midday on Monday 10 th September 2018 |
| Interview date: | Week beginning 17 th September 2018 (exact date TBC) |

This is an open application process but we would welcome interest in secondments or sabbaticals from other organisations.

We welcome applications from all people and we would particularly welcome applications from BAME and disabled applicants. We are taking the positive action of offering an interview to all BAME and disabled applicants who meet the Essential Criteria on the job description for the post. Any final appointment to the post will be made on merit.

2. Background

The Cultural Education Co-ordinator will play a key role in convening the Blackpool Local Cultural Education Partnership and co-ordinating and advocating for two strategic cultural education programmes: Illuminating Futures and Creative Experiences.

The Blackpool LCEP will bring together leaders from key organisations and initiatives across Blackpool to create a local plan for meeting 'The Cultural Education Challenge' and addressing local priorities. It will include representation from a range of organisations and strategic partnerships, including:

- Blackpool Teaching School Alliance
- Blackpool Grand Theatre
- Blackpool Council Arts Service
- Left Coast
- Blackpool Opportunity Area Partnership Board
- Curious Minds (North West Bridge Organisation)
- Better Start
- HeadStart
- Private & Community Providers
- Young People/ Youth Groups

The Blackpool LCEP, led by the Blackpool Teaching School Alliance, will act as the Steering Group for the Illuminating Futures programme.

‘Illuminating Futures’ is a two-year school improvement programme made possible through a co-investment between Curious Minds, the Blackpool Opportunity Area Partnership, Blackpool schools and other key agencies. The programme has been designed to extend, enhance and enable the Opportunity Area Essential Life Skills Programme (ELSP) to reclaim extra-curricular learning as a space where creativity, innovation and collaboration flourish. Ultimately the aim is to ensure creative and cultural learning has a firm place in local plans to improve educational, social and emotional outcomes for children, young people and families now and in the future.

The programme is being hosted by Blackpool Teaching School Alliance in partnership with Curious Minds. The Blackpool LCEP (Local Cultural Education Partnership) will act as the programme Steering Group.

The Creative Experiences Programme was piloted by Headstart in three Blackpool secondary schools during the 2017/18 academic year. The Cultural Education Co-ordinator will work with the secondary schools to continue to develop this work. The Big Lottery Fund are investing over £10 million to support building resilience in young people and Blackpool as a community. The new funding will enable us to develop a whole town approach to resilience. We call this the Resilience Revolution. The Cultural Education Manager will need to develop an understanding of the Resilient Therapy Approach based on the Resilience Framework originally developed by Professor Angie Hart and Dr. Derek Blincow with Helen Thomas in 2007.

3. The Role

The primary role of the Cultural Education Co-ordinator will be to support schools as a critical friend, and to encourage teachers and creative practitioners to develop and implement new practice in embedding creative learning and cultural education within new and existing extra-curricular activities, and as part of the Resilience Revolution. There is the potential to connect with all Blackpool schools, but the postholder will build a deeper relationship with the eight Blackpool schools engaged in the SLiCE (Specialist Leader in

Cultural Education) action research programme and the 7 secondary schools delivering Headstart's 'Creative Experiences' programme.

The Cultural Education Co-ordinator will not be involved directly in delivering learning activity but will play a key role in brokering partnerships between schools, cultural organisations and artists, and organising platforms through which children are able to perform, exhibit and celebrate their creative talents.

They will:

- Act as the link between Blackpool Teaching School Alliance, the Blackpool LCEP and Curious Minds
- Support Blackpool schools, teachers, artists and cultural organisations to build supportive relationships
- Take an active role in the delivery of the Blackpool SLiCE programme
- Work with secondary schools to continue to develop Headstart's Creative Experiences programme (part of the Resilience Revolution)
- Provide ongoing support, advice and challenge to participating schools which encourages them to experiment, reflect, develop and embed their practice in using the arts to enhance, enable and extend extra-curricular learning and mental health and wellbeing programmes
- Support schools with the Arts Award accreditation process
- Encourage participating school leaders and teachers to share their learning with others in their own school and with others
- Engage with the schools' leadership teams to embed the learning across their school
- Support quality assurance, using the Arts Council England 'Quality Principles' as a guiding framework
- Trouble shoot where needed
- Provide progress reports to the Blackpool LCEP (Local Cultural Education Partnership) and Opportunity Area Partnership Board
- Support benchmarking and evidence gathering and participate in evaluation conversations alongside external evaluators
- Curate and co-ordinate a programme of creative & cultural CPDL open to all Blackpool schools
- Plan and co-ordinate opportunities for children to perform, exhibit and celebrate their achievements

4. Person Specification

Those applying for the role of Cultural Education Co-ordinator need to have:

- A track record of working hands on and strategically across creative learning projects in schools and/or community settings
- Experience of working in partnership with teachers and schools, including at leadership level and ideally involving whole school planning

- A solid understanding of the current education landscape and challenges schools are experiencing
- A sound knowledge of the North West cultural sector and cultural education provision
- A passion for creative learning pedagogy and the Quality Principles for Cultural Education
- A track record of good time-keeping and efficient project delivery and management
- A good understanding of the education and culture funding landscape and experience of supporting successful funding bids.

Those applying for the role of Cultural Education Co-ordinator need to be:

- Committed to improving opportunities for children and young people, especially those facing hardship and disadvantage
- Highly effective at working and delivering in partnership with others, including schools
- Flexible, adaptable and credible
- Curious, and interested in learning
- Passionate and knowledgeable about arts and cultural education and culturally engaged
- Excellent at facilitating ideas development and reflection with others
- Able to challenge in a positive and supportive manner
- Able to support changes in teaching and learning
- Equipped with excellent people skills
- Confident in working with those in positions of authority
- Able to broker effective partnerships between artists, cultural organisations and teachers, with the confidence to support teachers and artists to plan, implement and reflect on learning
- Open to challenging schools, their leaders and teachers and to support new practice to be embedded
- A highly effective practitioner and facilitator
- A highly effective communicator, both face to face and through other media, and
- Able to problem solve, make connections and come up with solutions.

In addition

- The Cultural Education Co-ordinator needs to be able to be based in Blackpool 3-4 days a week throughout the academic year 2018/19.

5. Curious Minds' 7 C's Behaviour Specification

All Curious Minds team members and Associates are expected to share a positive, pragmatic and people-centred attitude, and to model the following behaviours in their work:

| Attitude | Behaviour |
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| We are Curious | <ul style="list-style-type: none"> • I look for opportunities and solutions (e.g. for income generation and organisational development) |

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| | <ul style="list-style-type: none"> • I am open to new ideas, come up with new ideas and am willing to try new things. • I aim for best practice and, whenever possible next practice in my area of work to be a trailblazer. |
| We are Courageous | <ul style="list-style-type: none"> • I am willing to be challenged about my own work and to challenge others where I can offer positive solutions for change. • I am ambitious for myself and for the organisation, am proactive and take the initiative. I don't just talk about it, I do it! • I am comfortable with complexity; willing to start the journey without a map. |
| We Celebrate | <ul style="list-style-type: none"> • I celebrate my own and my colleague's success, whether little or big. • I am a strong ambassador for Curious Minds, proud of the brand and promote it widely. • I am a strong ambassador for arts and culture for children and young people and celebrate their successes too. |
| We Collaborate | <ul style="list-style-type: none"> • I'm not just a sole trader, I am aware of the impact I have, and can have, on others' work and actively contribute to the success of my colleagues. • I communicate well and am present at team meetings, and contribute meaningfully to team discussion and planning. • I am committed to enabling creative collaboration and work positively towards this goal. |
| We Care | <ul style="list-style-type: none"> • I am respectful, courteous and aware of the impact my actions and emotions have on others. I express my feelings and control my emotional response appropriately. • I care about children and young people and believe in the value of arts, culture and creativity. • I value resources, financial and physical and use them wisely keeping in mind issues of equality, accountability and transparency |
| We are Conscientious | <ul style="list-style-type: none"> • I plan my workload to manage my time and achieve my goals. • I come prepared to meetings and think before I speak/act. • I deliver on my commitments, give attention to detail, arrive on time, present myself professionally, meet all deadlines and respond promptly to all enquiries. • I am reflective and reflexive and willing to adapt. |
| We are Credible | <ul style="list-style-type: none"> • I am honest and truthful. • I know my stuff and keep up to date with latest developments. I say when I don't know something and am willing to learn. • I am confident and professional, knowing when to speak and when to keep quiet. |

6. Further information

An FAQ document providing more background to this programme is available on the Curious Minds website alongside this opportunity.

Any queries or requests for further information should be directed to:

Derri Burdon, Chief Executive, Curious Minds: derri.burdon@curiousminds.org.uk

OR

Jude Bird, Head of Education & Research: jude.bird@curiousminds.org.uk

Role description prepared by DB August 2018 (to be reviewed July 2019)



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**ARTS COUNCIL
ENGLAND**

Bridge Organisation
Working with Arts Council England
to connect young people with great
art and culture

