



EDUCATION CURATOR – JOB DESCRIPTION

Fermynwoods Contemporary Art is an educational charity that supports life through art by commissioning innovative and meaningful ways for artists to engage with audiences, in public spaces across Northamptonshire and online. With a strong focus on art and environment, we work innovatively and collaboratively to fuse urban culture with the rural landscape and bring rural perspectives into the urban environment.

For over 20 years our small organisation has been making a big impact for people and communities across Northamptonshire and beyond. We deliver a year-round programme of artist residencies, exhibitions and events, an online programme of exhibitions, podcasts and workshops, plus two innovative education programmes with young people not in mainstream education in partnership with the CE Academy and Northants Hospital & Outreach Education.

This is an opportunity for a person of energy and expertise to contribute to the continuing development of our organisation, supporting our existing team to strengthen and develop our educational offer at a time of exciting development for Fermynwoods.

The person appointed must have educational experience gained in the creative industries or the arts sector.

FEE

A 12-month contract on a self-employment basis estimated at 2 days a week.

£120/day

Maximum payment of £12,500.

Although not guaranteed, it is anticipated that the contract will be renewed thereafter on an annual basis and may develop to more days a week, subject to satisfactory delivery and availability of funding.

PROBATIONARY PERIOD

3 months

RESPONSIBLE TO

Director, Fermynwoods Contemporary Art

LOCATED AT

A combination of home working, activity at Sudborough Green Lodge, in schools and at partner locations as required.

The appointed person will be expected to work on and off site during mostly normal office hours. Some out of hours working will be expected on occasion.

WHEN

To start as soon as possible from April 2023

DEADLINE

31 March 2023

MAIN RESPONSIBILITIES

1. To develop and strengthen our relationship with Northamptonshire Hospital & Outreach Education, including supporting the deliver of sessions, programming appropriate artists and contributing to fundraising for future activity.
2. To coordinate and manage our team of Education Coordinators in conjunction with the Director.
3. To support our existing team in the delivery of our Alternative Provision programme with The CE Academy, as required.
4. To establish and develop other workshops and partnerships with mainstream and non-mainstream schools, particularly those with limited experience of or access to the arts.
5. To ensure all educational activity is delivered to a high quality and to budget. The post will involve finding and contracting suitable artists to run the workshops and other educational activities.
6. To support and programme the delivery of future Hybrid workshops and public facing educational and participatory activity.
7. To work closely with the Director on the monitoring of budgets, income and expenditure relating to the education programme and support fundraising for the programme delivery.
8. To create further links with local and regional arts, community groups and schools to nurture relationships to allow the successful implementation of and participation in our wider programme.

9. To work in line with our existing Safeguarding, Diversity and Inclusion, and Environmental Policies and to oversee the development of appropriate education policies and procedures in liaison with the Director.
10. To ensure efficient, environmentally responsible use of resources.
11. To ensure that adequate risk assessments are conducted for all education activities and that the resultant recommendations are implemented.
12. To ensure that all activity is effectively documented for evaluation, advocacy, case studies and social media purposes; including writing and sharing short reports of any education activity.
13. To collect and record participants numbers, audience feedback, comments and other data.
14. To evaluate education activity as appropriate, in liaison with the Director, reporting both internally (to staff and the Board) and to external funders and stakeholders, as required.
15. To support and contribute to our delivery of Arts Award qualifications.
16. Any other administration duties.
17. Keep up to date about cultural and educational initiatives, trends and government policies.
18. To help build and sustain a network of individuals and organisations to help extend the scope and reach of our programme.
19. To support the Social Media Coordinator in the marketing of educational activity.
20. To support the Director in the delivery of our wider programme, continuing to intersect any education and wider artistic activity.
21. To input into the direction of the future of the organisation.

PERSON SPECIFICATION

ESSENTIAL

- Educational experience gained in the creative industries or the arts sector, including facilitation and delivery.
- Able to ensure the delivery of high quality arts education.
- Experience of the education sector.

- Leadership and Management experience.
- Experience of making funding applications.
- Experience of budgeting.
- Must have an enhanced DBS disclosure, or willing to apply for this.
- Car owner with clean, valid driving license.
- Good literacy skills and understanding.
- Digitally literate.
- A mature and confident personality, resilient in the face of multiple challenges and demands upon time.
- Confident working independently but also as part of a small team.
- Personable skills.
- Ability to work respectfully and supportively of others.
- Willingness to work outside of normal working hours and at weekends if required.
- A belief in the ability of art to support life.

DESIRABLE

- Arts Award Training.
- Experience of working in alternative provision settings.
- Experience of engaging local communities.
- Experience of working with vulnerable groups.
- Experience of collaboration and/or managing small teams.
- A network of other arts professionals.
- An understanding of Arts Council England's Let's Create Strategy.
- Willingness to undertake training where necessary.

HOW TO APPLY

The application process for this post is by CV and written statement giving details of your interest in the job and suitable skills. Your CV and written statement will be judged against the person specification and job description, which is the list of requirements for this post. You should ensure your written statement addresses each point of the person specification, giving details of the relevant skills and experience you have in each of these areas.

All applications should be submitted via email to james@fermyinwoods.org by 5pm 31 March 2023.

"Fermynwoods quite clearly delivers excellent arts programmes."

Ed Vaizey, Former Minister for Culture and the Digital Economy

"Fermynwoods is a leading visual arts organisation and a major asset to the sub-region. It is also a pioneer of arts education projects for harder to reach young people."

Tom Fleming, Tom Fleming Creative Consultancy

"I love what Fermynwoods does. In this country [UK] we have the forest school education system. It feels like Fermynwoods has been doing this for ages."

Jason Singh, Artist

"Fermynwoods has changed the way I view things. My motivations are a lot different and my life is just a lot different because of Fermynwoods. The workshops opened up a door for me. I thought, 'I can have a go at that!' It built my confidence. Made me feel I could achieve anything."

Sam, Student