

Luton Creative Leaders Group

Recruitment pack

February 2021

Luton 2020 - 2040
Transforming lives through
arts, culture and heritage



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**ARTS COUNCIL
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Luton Council and Revoluton Arts have partnered to create this new and exciting opportunity for eight Luton-based creatives to form the newly established Luton Creative Leaders Group. Funded by Arts Council England, this is a paid opportunity for eight people for one day per month for 12 months at £150 per day.

The Creative Leaders' purpose is to play a key role in shaping the arts ecology in Luton by contributing to strategic decision making, shaping strategic projects, supporting other artists and developing their expertise – becoming national exemplars in their field.

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Introduction

The Creative Leaders Group has two key aims:

- 1) to enable better artist representation in decision making and strengthen the inclusion of black, Asian and ethnically diverse people, and people who are working class, LGBTQI and disabled on the Luton Arts and Culture Strategy Group and within strategic creative project development in Luton and;
- 2) to develop the leadership, arts advocacy and applied arts skills of Luton artists, improving the capacity of Luton-based artists to work as leaders in their field and supporting the diversification of arts leadership nationally.

In addition to these key aims the ambition is for members of the group to develop their networks and pursue the achievement of artistic quality in their practice. Members will receive mentorship and guidance from a range of exceptional artist mentors and be ambassadors for the arts locally.

The Creative Leaders Group will be made up of eight local artists who will represent the wider creative community in Luton for a term of one year. They will select one of their members to sit on the Luton Arts and Culture Strategy Group for that year. This representative will further help represent the needs of the Luton creative community at decision making level.

The ambition for the group is that it will be embedded in arts and culture in Luton for as long as it is needed. For artists to lead the change they want to see and design their own futures. For Luton to be a place where the artists in the town become the artists leading our organisations. For this to continue to be a cycle of ensuring our arts and cultural organisations are representative, inclusive and led by the people of Luton.

The first year of the programme will help refine the approach to this work, during which further funding will be sought for future years. The group has been funded by Arts Council England and Revoluton Arts and will be led by Luton Council and Revoluton Arts.

About the role

- We are looking for eight local leaders to play a key role in shaping the creative ecology in Luton. We want to bring together local people who are already playing a role in creatively empowering their communities and want to deepen their contribution to the arts in Luton. The leaders will be involved in a three-way knowledge exchange: they will communicate and advocate for the needs of their creative community, be part of conversations that support their arts advocacy, arts leadership and strategic thinking and they will take that knowledge back to their community.
- The representatives will create an accessible route into the creative forum and the creative industries and then in turn reach out to new members of the creative community and help grow the forum.
- We are looking for people to widely represent a discipline/specialism and take on the role of local leader in that and related disciplines. We are flexible with how these disciplines are split between representatives and recognise that with only eight members, members will represent a wider discipline rather than a specific specialism e.g.: 'performing arts' rather than 'theatre'.

Whilst leaders will be tasked with representing those from their art form/discipline, we are also looking for people who will actively advocate for creativity within their geographic community and within any under-represented groups they identify with.

- In addition to adding value to the ecology in Luton, representatives will be upskilled in leadership, arts advocacy and applied arts. They will be expected to enter the programme with a willingness to evolve their existing knowledge, an open mind and a collaborative attitude.
- Leaders will play a role in developing a sustainable ecology of fundraising and income diversification support for artists in Luton. Using skills developed through participation in the group, we envisage leaders will pass their knowledge back to the wider creative community, supporting other artists with project development.
- We will constantly review the evolving Covid-19 situation and shift the programme both off and online as required.

Role responsibilities

Leaders will be paid a daily fee of £150 for one day per month for 12 months. They will be tasked with:

- 1) understanding the priorities and challenges of Luton artists working within their specialism area and be proactive in developing ideas for creative responses that will help address them
- 2) empowering local people to develop their creativity and access opportunities to enable their growth. This includes reaching local people that have previously not engaged with the creative forum, helping diversify the membership of the creative forum and contributing to a strong and representative cultural ecology in Luton
- 3) contribute to the achievement of Harnessing Momentum, helping to monitor progress on the refreshed outcomes and priorities
- 4) contribute to the development of projects that respond to Harnessing Momentum including the key town wide initiatives of 1) Creative Skills, 2) Creative Town Centre and 3) Audience Development
- 5) enabling artist voices in decision making, including assessing any upcoming Arts Fund applications and enabling artist representation on the Arts and Culture Strategy Group
- 6) bringing new ideas to Luton by researching and experiencing exciting examples of creativity in other towns and cities and demonstrating how they could be applied to Luton
- 7) developing their leadership, arts advocacy and applied arts skills, improving their capacity to engage in best practice and be leaders in their fields.

Leaders will be paid a daily fee for one day per month. It is expected that their time will be taken up with a range of activities that enable the above tasks. How this is done will not be overly prescribed, however an example of how their time may be distributed to achieve this is:

Month 1

- Two-hour networking/drop-in session to meet with other artists from their specialism to understand their current priorities and challenges and help shape projects and bids
- Two hours preparation for the Leaders' meeting which could include collating the feedback from the drop in session and preparing an update for the meeting
- Attendance at a half day meeting of the Creative Leaders Group.

Month 2

- Desk research into examples of creativity that Luton could learn from to be fed back to the group
- Reaching out through existing and new networks to identify new creatives, support their development and grow the creative forum
- Half day meeting of the Creative Leaders Group
- Supporting with the Luton Creative Form meeting, including helping set agendas and publicising the meeting
- Meeting with another local creative to help shape their project idea.

Month 3: repeat of Month 1 (and so on).

Arts and culture strategy group representative

The eight leaders, supported by artist mentors and the project leads will select one of the representatives to sit on the Luton Arts and Culture Strategy Group. This will be subject to separate fee agreement and terms and discussed at the first meeting of the group. The

Strategy Group is made up of key representatives from Luton Council, Revoluton Arts, the Culture Trust, University of Bedfordshire, UKCCA, Tangled Feet, Active Luton, SEMLEP and Arts Council England.

Access: If there is anything that would be a barrier to your participation please get in touch.

Eligibility criteria

Creative Leaders should

- Live or work in Luton
- Be a practising artist, including paid and unpaid work
- Not currently be in full time formal education, including Further and Higher Education
- Be a current member of the Luton Creative Forum OR able to demonstrate an understanding of the Luton creative ecology (by applying you agree to become a member of the forum)
- An interest in continued professional development and developing your leadership skills and practice
- A positive attitude and willingness to constructively explore the development of the arts sector in Luton
- Be able to commit to one day per month from April 2021 – March 2022 including attendance at meetings that will take place on days and times as agreed by the group
- Be able to commit to attending Luton Creative Forum meetings
- Have the right to work in the UK and be self-employed or willing to become self-employed. Please note this contract is offered on a freelance basis and the successful people will be responsible for their own NI, tax, pensions and all on costs.

As this is both a skills development and a leadership opportunity we are interested in hearing from anyone with the passion and interest to support the creative ecology in Luton. If this is you but you are unsure that you meet the criteria please get in touch.

Team: The Leaders group will be coordinated by Luton Council and co-facilitated by Luton Council and Revoluton Arts. It has been funded by Arts Council England and Revoluton Arts.

Application process and selection criteria

1. Please read this document and appendix carefully. Then get in touch if you have any questions.
2. Please produce either a written (2 sides of A4 maximum) or filmed (5 minute video maximum) response that covers the following:
 - a. confirm to us that you meet the eligibility criteria
 - b. outline your track record as a practicing artist or producer. We are particularly interested in hearing about any experience in galvanising communities and partnerships to produce artistic projects
 - c. outline why you are interested in the role including how this will help you achieve your ambitions
 - d. your understanding of equality and diversity challenges in Luton and within the creative industries, particularly of the barriers to accessing the arts
 - e. the discipline or specialism that best represents your work e.g.:
 - performing arts

- visual arts
 - cultural events
 - digital arts
- f. confirm whether you are also interested in the Luton Arts and Culture Strategy Group representative role, subject to further information. This would involve an additional four days' paid work over the year
 - g. list the name and email address of a Luton-based artist (ideally practicing in your discipline) who is supportive of your application. If you are new to Luton or do not know any other local artists, you may identify an artist from outside of Luton.
3. Complete the diversity monitoring information form (optional) to help us ensure the diversity of the group
 4. Identify if there are any times you would be unavailable for an informal interview on either Wednesday 24 or Thursday 25 March 2021
 5. Please email your document or link to your film (via we transfer, dropbox or vimeo) to peoplepowerpassion@luton.gov.uk by **11:59pm Sunday 14 March 2021**.

Selection process

Following the closing date, your application will be considered by a representative panel including the Cultural Partnerships Coordinator, Director of Revoluton Arts and two external artist mentors. They will view applications and invite shortlisted applicants to an informal interview. All applicants will be notified of the outcome of their submission.

Timeline

- Wednesday 17 February 2021: Applications open
- Sunday 14 March 2021: Applications close
- Wednesday 24 or Thursday 25 March 2021: informal interviews
- Week commencing Monday 12 or Monday 19 April 2021: First meeting

Further information

Please contact Michaela Nutt, Cultural Partnerships Coordinator on michaela.nutt@luton.gov.uk or 01582 546283.