



## Diverse Artist Network Coordinator Brief

<b>Position:</b>	<b>Diverse Artist Network Coordinator (Freelance)</b>
<b>Objective:</b>	<b>To create a network of diverse artists and organisations making public art in the North in order to increase representation of marginalised groups, as well as supporting Beam's wider work.</b>
<b>Contract Type/Length:</b>	May – October 2022 (6 month fixed term contract)
<b>Salary:</b>	Total fixed fee £9,600 (Day rate £200)
<b>Reporting to:</b>	Beam Board of Trustees (and Equity Diversity & Inclusion Sub-Group)
<b>Working with:</b>	Beam Principal Consultants
<b>Flexible Hours:</b>	Estimated 2 days per week
<b>Base:</b>	Remote working + some hot desking at The Art House, Wakefield, WF1 2TE

### Summary

Are you passionate about making the arts more diverse and more accessible to diverse audiences? We are seeking to appoint a **Diverse Artist Network Co-ordinator** to kickstart a new project focused on equity, diversity and inclusion. The Co-ordinator will research, engage and develop a network of diverse organisations and diverse artists at varying career stages to explore the barriers they face in developing their practice in the public art sector. This work will result in creating a forward plan and fundraising to effectively support and advocate for a more diverse range of artists in the public art sector.

### Introduction

Beam is a cultural development organisation working across the North of England collaborating with Artists to shape inspiring, creative and inclusive public spaces for all, which are owned and loved by their communities. [View the latest annual report here.](#)

Our definition of **public art** is broad ranging and encompasses ways in which artists creatively work in and respond to public spaces that engage in a meaningful way with the community. This can include temporary or permanent art interventions that

may be integrated into hard and soft landscaping, glazing, lighting, street furniture, sculptural, planting, audio works, digital experiences, trails as well as utilising the power of temporary interventions / happenings to stimulate new perceptions, encourage play or engage people in having a say about where they live.

We are fully committed to providing equal opportunities for all board members, employees, freelancers (including Artists), job applicants, participants and audiences, and to eliminating unlawful and unfair discrimination.

Beam aims to create a culture that encourages and values diversity, and that appoints, rewards and promotes board members, staff and freelancers based on merit.

We are committed to taking positive action to address lack of equity within our working practices and to being an anti-racist organisation.

Equity, Diversity and Inclusion are at the heart of our new business plan (2022-26) and this role will support the implementation of tangible positive change over the next 4 years.

## **Context**

Informed by observational and monitoring data, it is clear that our artist commission opportunities do not attract enough applications from artists with protected characteristics or from marginalized communities. There is an urgent need to explore what the barriers are and take action to address them.

The Covid-19 pandemic has brought inequalities to the fore and increased the need for high quality and truly inclusive public spaces to support our health and wellbeing.

We believe now is the time to address these issues head on.

During 2021, Beam has been mentored by Inc Arts UK through the Creative England Advance mentoring programme, this has been influential in exploring Equality, Diversity and Inclusion issues and creating a roadmap for change. It has also enabled us to start defining what the term *diversity* means to us which includes all the protected characteristics (age; disability; gender reassignment; marriage or civil partnership status; pregnancy and maternity; race (including ethnic or national origin); religion or belief; sex; or sexual orientation) as well as social class.

In order to be truly inclusive, it is important that we also consider intersectionality and recognise overlapping identities and that everyone has their own unique experiences of marginalisation and oppression.

**Applicants from all backgrounds are encouraged to apply.**

## **Aim**

Our aim is to increase Beam's capacity to support and advocate for a wider diversity of artists working in the public art sector by delivering a research and development project to develop our knowledge and understanding and ultimately increase the diversity of artists working in the sector.

## **Objectives**

- Increase connections with diverse artists working in or with a desire to develop careers working in public art including graduate, emerging, re-emerging and established artists as well as organisations and other networks focused on supporting diverse artists.
- Increase open discussion and understanding around the barriers to artists developing careers in the public art sector.
- Develop new alliances and share learning with key sector organisations; networks, commissioners, funders and clients that we work with.
- Develop a practical action plan to increase support and advocacy for more diverse artists working in the sector. This should include options for how change can be implemented through existing Beam projects.

## **Outcomes / Outputs**

- Series of group and individual listening sessions.
- Connections with a wider network of artists + organisations developed.
- Diverse artist database.
- Report detailing the research into barriers and support/ change needed to address these.
- Draft funding application to address the outcomes (Arts Council / Trusts and Foundations / other).
- EDI action plan - linked to EDI policy

## **Key Responsibilities**

### **Equity, Diversity & Inclusion project:**

- Outreach and relationship development which includes: researching practicing artists, creative practitioners and organisations with a key focus on the North but scope to expand nationally to diverse artists working in or seeking to work in the public art sector, to be inclusive of: protected characteristics and socio-economic background.
- Research, dialogue and engagement to explore the potential barriers / support required to developing artistic practice in the public art sector.
- Exploring the definition of 'public art' and if this term in itself is a barrier
- Collaborating with Principal Consultants to collate findings and develop funding application/s to further explore and address the outcomes.
- Recommendations for further training for Beam staff and trustees.
- Developing Beam's Equality Diversity & Inclusion action plan.

**Wider work:**

- In order to inform research and development and gain a better understanding of Beam’s processes and commissioning approach, the Coordinator may also support some of Beam’s wider work which may include:
  - *Supporting development of Beam’s database of artists and practitioners.*
  - *Other support for project activity as required.*

**Indicative Timeframe**

6 month project est 2 days per week (flexible)

May 2022	Appointment + briefing Develop project methodology and sign off Research initiated
June 2022	Research + introductions
July - Sept 2022	Listening sessions + meetings
Sept 2022	Collating feedback + report + feedback to participants re next steps
Oct 2022	Scope and draft funding application to support next phase

<b>Person Specification</b>	Essential	Desirable
<b>KNOWLEDGE AND EXPERIENCE</b>		
Experience of developing, leading and/or working on projects within a professional or community environment	√	
Experience of information gathering ( <i>for example collating a contact list of diverse arts organisations based in the North</i> )	√	
Proven experience of consolidating information from various sources in a final report format	√	
Experience of working remotely/ home working		√
<b>SKILLS</b>		
Proactive experience of building relationships, good listener, good at creating a safe and welcoming environment	√	

Proficient in Google Workspace tools and/ or MS Office particularly, Word, Outlook , Excel and PowerPoint	✓	
Proficient in using social media platforms such as Instagram, Twitter and Facebook		✓
Experience of using Wordpress or similar web platforms and Mailchimp or other e-news software		✓
Experience of using basic design packages e.g. Adobe		✓
Ability to be self motivated, to manage own time prioritising workload and work under own initiative	✓	
Understanding of arts sector funding		✓
ATTRIBUTES		
Commitment to diversity, equity, inclusion and anti-racism	✓	
Interest in arts, heritage and/ or culture	✓	
Organised with the ability to direct and manage own workload and be proactive	✓	
Accurate and shows attention to detail	✓	
Commitment to team working and a flexible approach to working practices	✓	
Trustworthy	✓	
Confident and assertive	✓	
Friendly, approachable and a good listener	✓	

**You must have your own Computer and internet access.** Beam has a Google Workspace to enable remote and collaborative working which includes email, shared folders & files, shared calendar and access to software such as Google Sheets, Google Docs and Google Slides. Occasional hot desking at The Art House, Wakefield with the wider staff team may be required (not more than once per month) and occasional project delivery away from base may be required (for which travel expenses will be covered).

This role is offered on a freelance basis so you will be responsible for managing your own tax and national insurance.

**Key Dates:**

**Closing date for applications: 9am on Monday 11 April 2022**

**Interviews to be held on: Thursday 28 April 2022** (Likely to be held in person at The Art House in Wakefield).

## How to apply

To apply, please send the following to [kate@beam.uk.net](mailto:kate@beam.uk.net)

### 1. A **cover letter or email** outlining

- Why you are interested in the role;
- How you meet the person specification and a summary of your relevant experience (max 2 pages);
- If you have any specific access needs with regards to participating in an interview via Zoom or in person.

*Alternative formats for the cover letter such as a short 3 minute video or audio clip will be accepted.*

### 2. A **current CV** (max 2 pages)

### 3. **Equality and Diversity Monitoring Form** (anonymous)

Completion of this form is voluntary and if you do not wish to answer any question(s), this will not affect your application in any way.

[https://docs.google.com/forms/d/e/1FAIpQLSenWY\\_hUjbdW3NjGNluxgWUI8HPMkufIP0x7OmoRnjwZ2XGOw/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSenWY_hUjbdW3NjGNluxgWUI8HPMkufIP0x7OmoRnjwZ2XGOw/viewform?usp=sf_link)

All applications will be acknowledged by email receipt.

All unsuccessful applicants will receive general feedback and those who are interviewed will receive detailed feedback.

## Contact

If you have any queries about the brief, application process or require the above in a different format, or want to discuss any access issues please contact Kate Watson on [kate@beam.uk.net](mailto:kate@beam.uk.net) / 07718 564 376

[www.beam.uk.net](http://www.beam.uk.net)