



Recruitment **Cultural Education Partnership Manager**

North Yorkshire Cultural Partnership

www.ruralarts.org

Welcome from the North Yorkshire Cultural Education Partnership

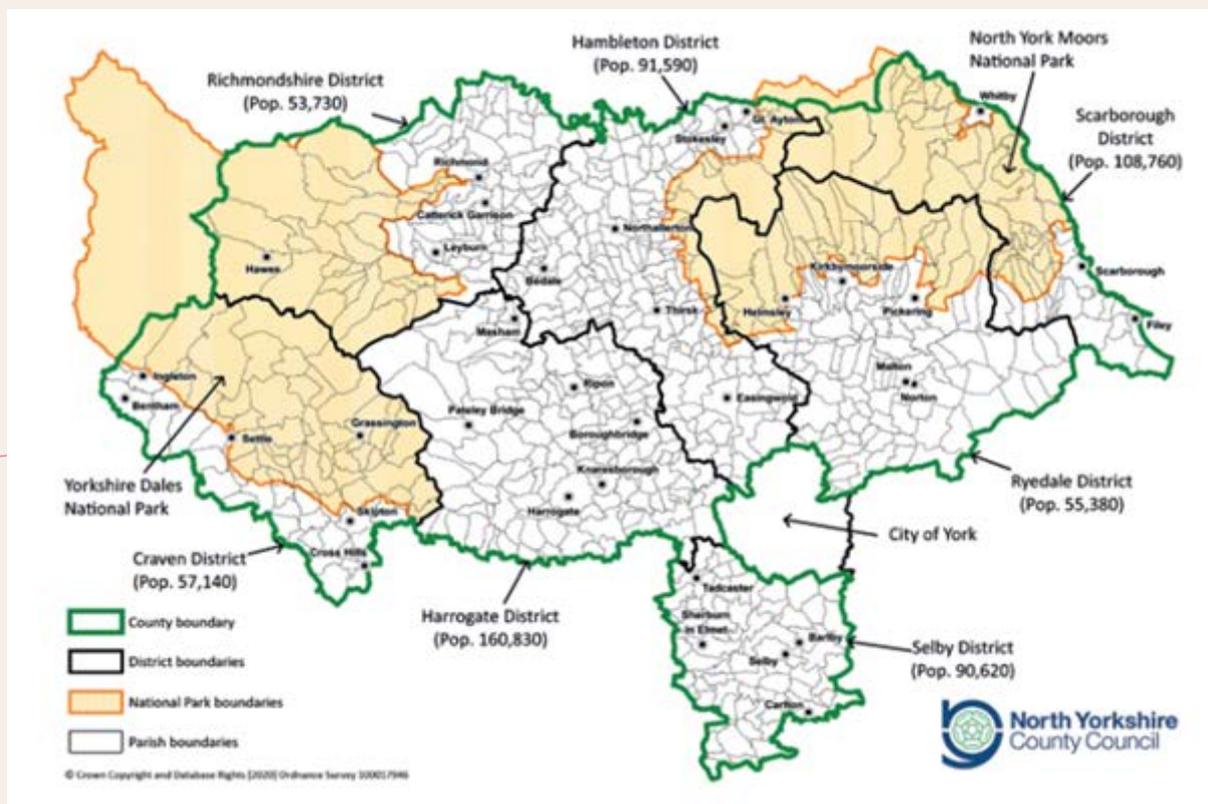
Hello, and thank you for your interest in joining us!

The North Yorkshire Cultural Education Partnership (NYCEP) is a group comprised of a variety of cross-sector partners from across the county, including Rural Arts, Flash Company Arts, Harrogate Theatre, North Yorkshire County Council, North Yorkshire Youth, ARCADE, Craven District Council, Ryedale District Council, NYMAZ, NYBEP, Ripon Museums Trust, IVE, Forestry England, North Yorkshire Sport, York and North Yorkshire Dance.

We are seeking a committed, innovative and passionate manager to join the partnership, to support us to deliver our key strategic objectives over the coming 18 months. The partnership is committed to realising the potential of, and supporting the mental health and wellbeing of, all North Yorkshire's children and young people through arts, culture and creativity. We're also passionate about community engagement, equality, diversity and inclusion and youth voice.

With the partnership early in its development, you'll have an exciting opportunity to help shape and lead our strategic activities to ensure the best possible outcomes for the children and young people of North Yorkshire.

We look forward to receiving your application, which we're asking you to submit by **5pm on Wednesday 12th October 2022**.



Before you start...

We hope this pack gives you all the information you need.

There's a lot of information we want to share with you, so we've split this document into the following sections:

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North Yorkshire Cultural Education Partnership (NYCEP)

Local Cultural Education Partnerships (LCEP) were launched by Arts Council England in October 2015 to help meet the [Cultural Education Challenge](#). LCEPs bring together cultural providers, educational institutions and local authorities, aiming to join-up and improve cultural education provision for children and young people.

While relatively new, the North Yorkshire Cultural Education Partnership takes a strategic, long-term view, planning for the future and seeking to make sustainable change in their communities. It also must be able to respond to local needs and circumstances.

NYCEP holds a strong, shared and co-created vision: to realise the potential and support the mental health and wellbeing of all children and young people in North Yorkshire.

NYCEP's strategic objectives are:

1. Realising the potential of all North Yorkshire's children and young people through arts, culture and creativity

- a. Skills Development and Creative Careers
- b. Connecting children and young people to their wider, non-school community

2. Supporting the mental health and wellbeing of all North Yorkshire's children and young people through arts, culture and creativity

- a. Working to address inequalities across the region in terms of provision and access, and understanding the experiences of CYP in North Yorkshire
- b. Exploring strategies to improve mental health and boost wellbeing that can be cascaded across children and young people more widely

All our work will be informed by the guiding principles below, which will be weaved into our activities, behaviours and initiatives:

- Community engagement
- Equality, diversity and inclusion
- Youth voice

Our work will also be informed by – and contribute to – Arts Council England's 7 [Quality Principles for working with children and young people](#).



Left: A view across the North York Moors National Park. Top right: Whitby, a historic seaside town in the eastern district of Scarborough. Bottom right: The town of Skipton in the western district of Craven.

North Yorkshire

North Yorkshire is **England's largest county**, spanning over 3,500 square miles – that's eight times the size of Greater Manchester. 85% of this area is classified as **'super sparse'** due to its intense rurality and low population density.

The county is home to **stunning scenery, incredible artists**, and very **friendly folk**. It also faces significant and unique challenges: a **'digital deficit'**, an older population double the national average and three of England's most deprived wards.

While 78% of people in North Yorkshire live rurally – **four times the national average** – North Yorkshire is home to a number of market towns and is easily accessible from towns and cities in neighbouring counties. The county is undergoing an exciting period of change, including **Local Government Reorganisation** and the potential for future devolution. You can **find out more about North Yorkshire [here](#)**.

Rural Arts has its base in **The Courthouse**; a Grade II Listed Building in the market town of **Thirsk**. **Thirsk** is 15 minutes on the train from **York** and around a **30-minute** drive from other towns such as **Middlesbrough**. The Courthouse is a **short walk/cycle** from Thirsk train station.

The role: Cultural Education Partnership Manager

The Cultural Education Partnership Manager will be responsible for driving the work of the partnership, maximising the potential for the education sector and children and young people to benefit from North Yorkshire's cultural and creative industries.

The Cultural Education Partnership Manager will work at a senior level to oversee the development and delivery of NYCEP's strategic activities, supported by the partnership's Steering Group. You'll have an exciting opportunity to help shape and lead these, ensuring the best possible outcomes for the children and young people of North Yorkshire.

You will have responsibility for:

Partnership and Network Development

- Consulting, engaging and collaborating with North Yorkshire partners regarding the strategic ambitions of NYCEP
- Mapping North Yorkshire's communities/demographics and existing cultural provision and maintaining up-to-date data
- Developing and overseeing a communications strategy/assets and a fundraising strategy
- Championing Arts Award and encouraging greater participation across North Yorkshire
- Building a Creative Practitioner Network for North Yorkshire, and developing opportunities for training, support and guidance
- Evaluating and reviewing all programmes annually and preparing annual reports
- Supporting NYCEP in preparing future annual action plans

Skills Development and Creative Careers

- Leading NYCEP's Creative Careers programme:
 - Developing and delivering consultation programmes to raise awareness and celebrate creative careers
 - Using the consultation findings to deliver pilot Creative Careers activity
 - Exploring advertising, sponsorship and/or paid membership models for the creation of ongoing Creative Careers activity
- Delivering a consultation programme to inform the creation of a NYCEP digital platform to showcase cultural education opportunities
- Developing and launching the NYCEP digital platform
- Evaluating and reviewing the programmes annually

Mental Health and Wellbeing

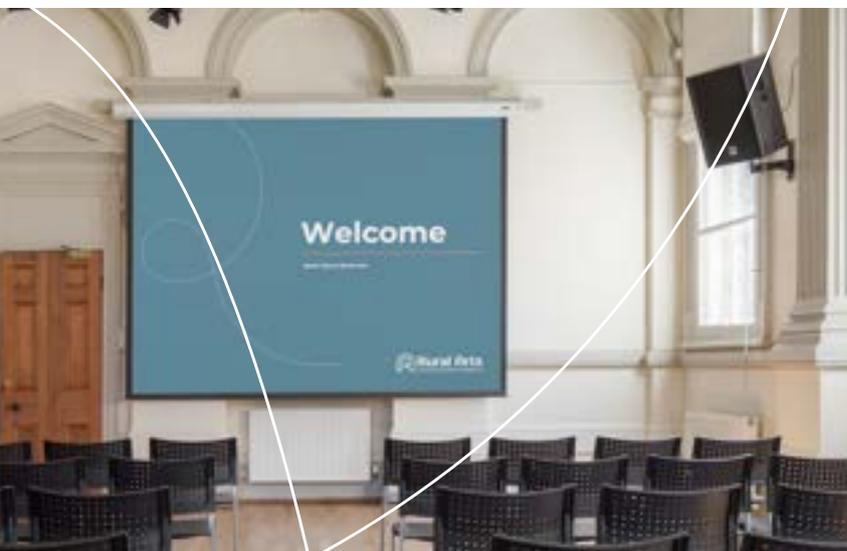
The following commitments are required of all Rural Arts' staff:

- Conducting consultation with Mental Health and Wellbeing professionals and with children and young people on the existing provisions of services and the intersection with creativity
- Researching and mapping pathways of connection between local creative practitioners/cultural organisations and Mental Health & Wellbeing and social prescribing services
- Conducting and presenting the review of existing creative wellbeing provision and approaches regionally / nationally to learn from best practice and avoid duplication
- Developing initiatives to enhance existing creative wellbeing provision across North Yorkshire

Additional Duties and Responsibilities

The following commitments are required of all Rural Arts' staff , who will be the direct employer of the Cultural Education Partnership Manager:

- Adhering to Rural Arts' policies and procedures
- Working collaboratively and supporting other staff in their areas of work when required
- Actively promoting the aims of NYCEP and contribute to their overall achievement through its business objectives
- Working evening and weekends from time to time as required (Time Off in Lieu will be given)
- Any other duties that may from time be required by the NYCEP Steering Group





About You: Person Specification

Knowledge

- Knowledge of the creative and cultural landscape, including issues affecting cultural participation
- Knowledge of the creative industries with particular regard to labour market needs and pathways to employment
- Knowledge of the impact of arts and creativity on health and wellbeing
- Knowledge of some of the challenges faced by accessing cultural services in rural areas
- Knowledge of the formal education sector
- Knowledge of public sector and charitable funding environment

Experience

- Strategic development and management of cultural programmes with multiple stakeholders
- Cross-sector partnership cultivation and working practices across commercial, statutory and non-statutory bodies
- Financial management, including budget preparation, resource planning and monitoring of income and expenditure
- Facilitating small and larger scale meetings and focus groups with diverse participants such as CEOs, Directors/Heads of Learning in cultural organisations, senior leaders within school communities, creative professionals, young people and funders
- Experience of bid writing and reporting to funders
- Experience of commissioning and working with freelancers

Behaviours

- Being consistent and people-focused, treating everyone with respect, equally and fairly
- Being able to achieve buy-in from colleagues and external stakeholders
- Being courageous even when you don't know the answer
- Being able to develop team morale and cohesion, building good working relationships
- Being able to collaborate effectively with external stakeholders
- Being able to communicate effectively, ensuring clarity about the outcomes and objectives of NYCEP
- Being confident communicating, verbally and in written format, with a range of stakeholders
- Being able to give and receive feedback
- Being able to work in a range of positions within a team to achieve success
- Being a strategic thinker, and being aware of the bigger picture
- Being able to set SMART objectives and targets and ensuring you achieve them
- Being able to behave in alignment to Arts Council England's [Quality Principles](#) of working with children and young people





How to Apply

We've been thinking about traditional recruitment practices, and how these may at best inconvenience and at worst exclude some potential applicants.

Ultimately, we want to know **why you'd be great at this role**, and we don't mind how you share this with us.

You may decide to apply by:

1) Submitting a CV and supporting statement (written / recorded)

These should demonstrate why you'd be great at this role.

We don't anticipate your supporting statement needing to be longer than **500 words** or **4 minutes** of audio/video.

We also strongly encourage you to complete our Equal Opportunities monitoring form by clicking [here](#).

2) Downloading and completing the 'Person Specification Tables'

This will allow you to demonstrate why you'd be great at this role by sharing your skills and experience in **direct relation** to each element of the Person Specification.

To download the 'Person Specification Tables' visit the [Work for Us](#) page on our site.

3) Another way that you decide

We want you to be able to demonstrate why you'd be great at this role in **the way that best suits you**, your experiences and your access requirements.

If there's another method you'd prefer, **use it**. Don't feel that you have to check this with us first.

Submission by this method **shouldn't take you any longer** than you would usually spend on a more traditional job application process.

Whichever way you decide to apply, we would strongly encourage you to share with us any feedback you have about the application process.

If you would like to access an audio recording of this pack, please email Rural Arts at angelaholt@ruralarts.org

Once you've created your application, please send it to recruitment@ruralarts.org or

Recruitment
Rural Arts
The Old Courthouse
4 Westgate
Thirsk
YO7 1QS

**We'd like to receive your application by 5pm on
Wednesday 12th October 2022**

If you have any questions, or need to submit your application in another way, please contact Angela Holt (Operations Manager): angelaholt@ruralarts.org or call us on 01845 526 536.





What happens next?

We recognise how much time and effort goes into crafting and submitting an application, so **we'll review each with the same care and attention**. We do this by anonymising applications and scoring them using a set of guiding principles. These processes also help us to **avoid bias**.

We anticipate interviews being on Wednesday 19th October – please let us know if you cannot accommodate this date.

We hope to conduct interviews in person however will accommodate virtual interviews where required.

If this date or method does not suit you, **please tell us** in your application.

We hope to let you know by **5pm, Friday 14th October** if you are being invited to interview for the role. We will let you know if our timelines change, and you will hear from us no matter what the outcome of your application.

If your application is unsuccessful, we are happy to share with you the areas in which we felt your application could have been stronger, on request.



What We're Offering

Terms, conditions, and benefits

Annual Salary: £30,000 per annum pro-rata or freelance equivalent. This role could be freelance or salaried. If the role is undertaken in a freelance capacity the benefits outlined below may not be applicable and this will be discussed with the successful applicant..

Hours: 26.25 hours per week

Employment type: Fixed term contract (16 months) or equivalent freelance arrangement

Annual Leave: 24 days, three of which must be between Christmas and New Year. This is not inclusive of Bank Holidays.

Place of Work: Rural Arts will be the direct employer for this role, and the successful post holder will also report to and work directly with the NYCEP co-chairs. Office space can be made available to you at The Courthouse, Thirsk, and also at partner locations. To ensure the effective discharge of your duties and the development of the collaborative approach required to secure the partnership's success, in person working across North Yorkshire at partner locations - including The Courthouse - will be expected. This can be discussed further at interview. However, this is a flexible role and different working models will be discussed at interview.

Training and development: Training opportunities via NYCEP, and via Rural Arts, if directly employed

Staff discount: 25% off in Rural Arts' shop and award-winning café, free tickets to performances and workshops when available.



Championing Diversity

Rural Arts strives to champion diversity in all its forms.

People from the global majority*, who are LGBTQIA+, disabled and/or from low socio-economic backgrounds are particularly encouraged to apply.

*This includes, but is not limited to, people of Black Caribbean, Black African, South Asian, East Asian, South East Asian, Middle Eastern, Arab, Latinx, Jewish, Romany and Irish Traveller heritage.

People from these groups are currently under-represented in the arts nationwide, and Rural Arts is committed to challenging and changing this.

We are also particularly keen to hear from people who have lived experience of or affinity with rurality, rural isolation and/or the work we do to enrich lives and connect communities.

Accessibility

If you require this or any further information in an alternative format, please email angelaholt@ruralarts.org.

You are encouraged to share any access requirements you may have for interviews in a covering note your application.

If you would like to access an audio recording of this pack, please email Rural Arts at angelaholt@ruralarts.org

