

Richmond Arts Service – Artist opportunity

Richmond Arts Service – creative careers research brief

The brief

Richmond Arts Service is looking for an experienced freelance researcher / consultant to support the development of a borough-wide creative careers programme in Richmond.

As part of [Culture Richmond 2021-31](#), we are committed to supporting cultural education and helping young people pursue careers in the culture and creative industries. In order to achieve this, we need to identify and understand what Richmond currently offers that is unique and what our children, young people, teachers and adults want from creative careers advice and support, and what might be missing. This role will identify strengths and best practice, needs and opportunities, and facilitate initial partnership meetings. The research will propose a set of recommendations that will inform next steps in terms of creative careers programme which will aim to improve equity, accessibility and sustainability for young people in Richmond interested in the creative industries.

Outcomes

This role will work closely with the Programmer (Learning and Engagement) and Arts Officer to consult with a wide range of partners, including young people, teachers and parents, and industry professionals throughout the Richmond borough. Key outputs include:

- Map existing local creative careers programmes for young people aged 11-25/30
- Consult with arts organisations in Richmond borough about what they currently offer for young people and review provision across all the creative industries
- Liaise with other council services including Economic Development to reflect their work with young people
- Consult with young people, parents, teachers and schools to provide an analysis of needs for young people aged 11-18 years old in full time education in the borough
- Consult with Richmond young people aged 18+ to provide an analysis of needs for creative careers advice, guidance or programmes
- Present an overview of opportunities and current best practice creative careers support in the borough and nationally
- Evaluate the above findings and produce a report and/or set of recommendations for the next steps of how Richmond Arts Service might shape or support creative careers advice and guidance throughout the borough in partnership with other creative organisations

We anticipate that this research will start in February 2025 and conclude in May 2025.

We anticipate that this research will require 15-20 days of time to undertake.

About you

We are looking for an individual, a collective or organisation who has:

- Knowledge or experience of career pathways into the creative industries
- Experience of consulting with or facilitating workshops with communities and stakeholders, including young people
- Experience of working within or producing research for the cultural education and/or youth and community sectors
- Awareness of funding for arts programmes
- Experience of working with diverse audiences
- Experience or an interest in creating programmes which are accessible and inclusive
- The ability to work in a collaborative manner with all members of staff and volunteers at Richmond Arts Service and Orleans House Gallery

Richmond Arts Service – Artist opportunity

We are keen to work with people from a variety of backgrounds with different skills, stories, and experiences. We actively seek applications from our diverse communities including Global Majority, Deaf, disabled, neurodivergent, LGBTQ+, to represent diverse lived experiences.

Richmond Arts Service will provide

- £6000 (excluding VAT) inclusive of all fees, materials and expenses for the delivery of the project.
- Project management support for budget and finance, consultation development, and partnership relationships, including introductions to key partners where required
- Support with developing new partnerships, including comms with potential partners where necessary

How to apply

If you are interested in putting yourself forward for this piece of work, we would like to invite you to provide the following by 9am on Monday 11 November

- A brief methodology which outlines your approach to the brief, including how you will successfully achieve the outputs, a project timeline, and a breakdown of how you will use the project budget (max 1 side of A4). Please ensure the budget provides an indication of your fees.
- A summary of previous experience which demonstrates your interest in this project including how you meet the criteria in the About You section above. (max 500 words)
- Two references (which will be taken up after interview stage with permission)

To submit your application or for an informal chat about the project, please email louise.dussimon@richmondandwandsworth.gov.uk titling your email Richmond Creative Careers 2024

Please also fill out our anonymous, Equal Opportunities Monitoring form here: [EDI Form](#)

What we are looking for

We will be shortlisting applicants on the following criteria:

- The strength and feasibility of methodology
- The strength and feasibility of budget and timeline
- How you meet the criteria in the About You section of this brief

Access

If you have access requirements and would prefer to apply in a different format or would like us to make reasonable adjustments to the interview process, please let us know. If helpful, please submit an access document that includes an outline of your access needs.

Key dates

These are preliminary dates provided as a guide only and may change over time.

We will invite a selection of applicants to join us for an informal interview at Orleans House Gallery on Tuesday 19 November and Thursday 21 November. These conversations are intended as a way for both parties to meet one another, discuss ideas, and ask questions.

We will respond to all applicants with our decision no later than Monday 2 December.

Applications open	Thursday 17 October 2024
Deadline for expression of interest	Monday 11 November, 9am

Richmond Arts Service – Artist opportunity

Interviews in person at Orleans House Gallery	19 or 21 Nov 2024
Outcome of interview	W/C 25 November 2024
Initial meeting with project team	December 2024 or January 2025 – to be confirmed in discussion with successful person
Research and consultation period	February - May 2025
Final report delivered	June 2025

About us

[Richmond Arts Service](#)'s mission is to build community through creativity. We foster creativity and enjoyment of the arts, enable people to reflect on their lives and develop new ways of seeing the world. We bring thought-provoking art to the borough and cultivate a network of individuals, organisations and programmes that nourishes the arts, local organisations and communities.

We have the following values, and we are particularly interested in proposals that interrogate or support this direction:

- **Collaborative** – we work with people in innovative and inspiring ways, we invite artists, communities and individuals to create the public programme with us and help develop the arts service.
- **Socially engaged** – we respond to the needs and wishes of local people, widen participation in the arts and connect people from different backgrounds, enabling them to have a say over issues that affect them, and promoting opportunity particularly for underrepresented groups.
- **Experimental** – through the arts we test new ideas and approaches and share our learning to support the work of the borough. This might involve being playful, adventurous and taking risks.
- **Enterprising** – we will always be open to new ways of working, sustain and develop productive partnerships and seek to find ways to make our work financially sustainable and develop inward investment for the arts.