

Introduction

This pack contains information on the role of **In Focus Artist Trainer**, including the job description, person specification, overview of Photoworks and how to apply.

About Photoworks

Photoworks champions photography for everyone. We are an international platform, global in reach, and have provided opportunities for artists and audiences since 1995. We do not have a physical venue, but our online channels are always open. Our programme brings new experiences to audiences and opens new ways to encounter photography.

Photoworks is a registered charity and the only organisation with a national remit for photography in England. Our work is supported by public funding through Arts Council England's National Portfolio.

We partner with organisations and venues across the UK to deliver our programmes. We are a small team of seven full-time and part-time staff, supported by freelancers and artist facilitators.

About the role

This is an opportunity for an experienced facilitator to deliver a series of short, intensive training programmes for support workers (known as personal assistants or PAs) at Aspex Portsmouth focused on developing PAs' creative skills, knowledge and experience ensuring they are equipped to support and promote creative & cultural access for the adults they work with and care for daily. This role is freelance starting asap and finishing by end August 23.

About you

You are an enthusiastic and dynamic person, a highly skilled facilitator with a passion for increasing participation and engagement in the cultural sector.

We are an equal opportunities employer and welcome applications from candidates of all backgrounds.

To apply, please email your CV (no more than two pages) and a cover letter outlining how you meet the criteria for the role to jobs@photoworks.org.uk. If you would like to submit your application as a video or audio file, please contact ricardo@photoworks.org.uk.

You must also complete our anonymous monitoring form (online).

Deadline for applications is **10am on Monday 5 September 2022**. Interviews will take place online on **Monday 19 September 2022**.

Job title: In Focus Artist Trainer (freelance)

Location: This role requires regular travel to Portsmouth to deliver training.

Working hours: Part-time, freelance delivering eight full days of training for four small groups of PAs. Exact days/dates tbc but outlined as follows:

Group 1: Session 1 Monday 31 October & session 2 Friday 9 December
Group 2: Session 1 wk. beginning 13 Feb & session 2 wk. beg. 20 March
Group 3: Session 1 wk. beg. 17 April & session 2 wk. beg. 22 May
Group 4: Session 1 wk. beg. 19 June & session 2 wk. beg. 24 July

Line manager: Learning & Engagement Consultant

Salary: Fee: £2,800 (inc VAT) plus reasonable travel, to include planning, delivery, evaluation of 8 days of training.

Pension: N/A

Annual leave: N/A

Contract type: Freelance

Job description

Purpose of the role

Working closely with the Learning & Engagement Consultant, the In Focus Artist Trainer will be responsible for delivering four short, intensive training programmes for PAs as they take part (with the neurodivergent adults they support) in series of inclusive photography clubs at Aspex Portsmouth.

The aim of the training is to provide a facilitated space for learning & reflection before and after PAs take part in the clubs, helping them identify how and where their experience might positively impact their day-to-day work with the adults they support and care for.

The Artist Trainer will be responsible for devising a two-day training programme for each of the four groups of PAs that wraps around and underpins the practical experience gained as they take part in the photography club. The Artist Trainer will play a key role in delivering Photoworks' commitment to reaching audiences who face barriers to engagement. The objective of the training is to inspire and engage personal assistants, ensuring that once the clubs end, the PAs are left with skills, knowledge and experience to be able to continue to support and promote cultural access for the adults they work with.

The Artist Trainer will be responsible for ensuring that all activity complies with Photoworks' rigorous safeguarding standards.

About In Focus

In Focus is a programme run by Photoworks and is part of a wider programme called Explorers; comprising awareness-raising activity, commissions, exhibitions, seminars and events developed by Project Art Works in partnership with Photoworks and other cultural partners, with and for neurodivergent communities, placing them at the heart of social, civic and cultural activity.

In Focus commissions support the creation of new work specifically by neurodivergent adults, including those who may be non-verbal or require complex support.

In Focus also includes photography clubs and public events designed with/for neurodivergent communities. Find out more here: photoworks.org.uk/explorers/

Main responsibilities

- Working closely with the Learning & Engagement Consultant and In Focus Programme Co-ordinator, devise a two-day training programme for PAs that is repeated with four groups.
- Ensure activities are focused on promoting creative & cultural access and appropriate for the diverse needs of all participants in the room.
- Liaise as required with project partners Aspex Portsmouth and Project Art Works as well as any specialist organisations, agencies (adult social care) and community groups.
- Working with the Learning/Curatorial team, foster new partnership opportunities with organisations.
- Ensure that all programme activity is documented.
- Contribute to ongoing monitoring, documentation & evaluation.
- Contribute to wider project dissemination activity (any additional expectation to attend events will be funded separately).
- Ensure all activities comply with Photoworks' rigorous safeguarding standards and paperwork is kept up to date. This includes consent forms and workshop/event registration procedures.

COMPETENCIES

Knowledge and experience (essential)

- Experienced arts & culture facilitator with specialist knowledge & experience of adult social care and systems of care supporting neurodivergent adults to have better lives.
- Experience of working with neurodivergent adults (or children & young people).
- Three years demonstrable experience of teaching or facilitation (in either formal education or community settings)

Knowledge and experience (desirable)

- An understanding of photography & creative visual arts practices.

Skills and abilities (essential)

- Skilled facilitator, effectively able to communicate with others, listen actively, observe and respond, or adapt and make changes, and able to work collaboratively.
- A creative thinker capable of generating ideas and developing high quality learning experiences for others
- Highly organised with excellent time-keeping and budgeting skills
- Strong communication skills
- Registered as self-employed, responsible for making your own tax/NI payments

Skills and abilities (desirable)

- Strategic thinker, flexible and open to new ways of working.

Attributes and personal qualities

- A genuine interest in and commitment to working with adults with additional or complex needs, inclusive ways of working and socially engaged practice.
- A commitment to, and understanding of, the principles of diversity and representation combined with how to apply them to everything you do at work.
- Passion for communicating with and inspiring people, communities and partners.
- A strong interest in inclusive practice, learning and engagement in the cultural sector.
- Interest in working with Photoworks.