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**Job Specification: Working Together Creative Facilitator**

**Overview:** Sunderland Culture is seeking a dedicated and experienced arts facilitator to lead a creative wellbeing project, specifically designed for, and with, older adults in Sunderland aged 50+. The overall theme of the project is Creative Coal, exploring the heritage of coal mining in Sunderland and North-East England with a creative lens. This project is part of a UK-wide creative health project called Working Together, which is funded by National Lottery Heritage Fund and led by GEM (Group for Education in Museums) and CHWA (Creative Health and Wellbeing Alliance).

The project will be developed in co-creation with the Museum's Creative Age group and sets out to create a set of 4 community resource boxes and a creative Museum intervention to support engagement by community participants and Museum visitors. By encouraging group dialogue and creative engagement by participants, the project aims to reduce loneliness and isolation and promote a greater sense of participant wellbeing. The ideal candidate will have a background in arts facilitation, experience of working with older people, and a passion for promoting social inclusion and well-being.

**Title:** Creative Facilitator (freelance)

**Reports to:** Public Learning and Engagement Manager, Sunderland Museum & Winter Gardens/ Head of Learning and Engagement, Sunderland Culture.

**Timeframe:** The freelance position will take place over a 25-day period through October 2024-March 2025

**Fee:** £6,250: Based on rate of £250 per day, plus travel expenses.

**Payment Schedule:** Payments made in 3 installments: November 2024, January 2025, March 2025.

**Location:** The role is based at Sunderland Museum & Winter Gardens, but the postholder will be required to work at other Sunderland Culture venues and community locations across Sunderland, and some remote working possible.

**Deadline for applications:** Friday 20<sup>th</sup> September 2024 at 12 noon.

**Interviews:** Monday 30<sup>th</sup> September 2024

**The Programme:** The successful applicant will work alongside the Learning and Engagement Team at Sunderland Museum & Winter Gardens to facilitate the co-creation of a creative community resource box on the theme of Creative Coal for use by older people's groups in community settings across Sunderland.

The 6-month programme (October 2024 – March 2025) will comprise of weekly (3 weeks out of 4) creative research and development sessions with the Museum's Creative Age group from October – December 2024, leading to the creation of the 4 community resource boxes to pilot and test with older people's groups in community settings from January – February 2025. The research and development period will include consultation with community health partners including Age UK, Links for Life, Essence Service and Sunderland Carers Centre to identify needs and adaptations required.

Following the testing phase with community health organisations and community groups the 'Creative Coal' boxes will then be finalised and formally launched in March 2025. The launch will include training events held for community organisations and volunteers to help activate the boxes in the community. The boxes will be complemented by a creative intervention and signage in the Museum's Coal Gallery to help visitors creatively engage with the gallery's heritage themes and signpost them to other creative sessions in the Museum and wider Sunderland area.

Tailored to respond to participants' needs and interests, the project will create a sense of pride and belonging and help build new social connections among older people living in Sunderland. It will bring new voices to our programme and strengthen relations with participant communities and support organisations. This person-centered programme will build trust and familiarity with cultural venues to enable further access and participation by older people.

**Responsibilities:**

- Deliver against a project budget of £6500 which will be held by the Public Engagement & Learning Manager.
- Plan and facilitate engaging arts workshops tailored to the needs and interests of older adults.
- Create a supportive and inclusive environment where participants feel comfortable expressing themselves creatively.
- Develop and adapt workshop activities to accommodate a range of physical access needs and other support needs, including dementia.
- Collaborate with project partners, including local community health organisations and support services, to promote participation and ensure accessibility.
- Deliver and support the delivery of creative workshops.
- Provide support and encouragement to participants, fostering their confidence and self-expression.
- Manage project coordination, including project planning, materials procurement, and budget tracking.
- Facilitate the delivery of training to community organisations and volunteers to increase confidence and help activate the boxes in community settings, with the support of the Public Learning and Engagement Manager.
- Work alongside the Public Engagement & Learning Manager/ Head of Learning and project evaluators to monitor participant progress and evaluate the effectiveness of workshop activities in achieving project goals.
- Attend relevant training sessions to gain new knowledge and skills to support older people and meet their needs.
- Maintain clear communication with project stakeholders, including regular progress updates and feedback sessions.
- Foster a sense of community and belonging among participants, facilitating social connections and peer support.
- Adhere to all relevant health and safety guidelines and safeguarding protocols.
- Taking inspiration from Sunderland Museum & Winter Gardens' collections and exhibitions to inform programme.
- Work closely with Sunderland Museum & Winter Gardens Learning and Curatorial Teams.

**Qualifications & Experience:**

- Experience of arts-based participatory workshops or programme facilitation, particularly with older adults.
- Experience of working with cultural and/or heritage organisations.
- Experience of developing and delivering creative resources and materials.
- Knowledge of issues facing older people including physical and mental health needs and familiarity with best practices for supporting older individuals in a group setting.
- Strong interpersonal skills and the ability to communicate effectively with participants, colleagues, and stakeholders.
- Flexibility and adaptability to accommodate the diverse needs and preferences of participants.
- Organisational skills and attention to detail, particularly in managing project coordination and documentation.
- Commitment to promoting social inclusion, diversity, and accessibility.
- Understanding of the local community and resources available to support older participants in Sunderland.

- Relevant qualifications or experience in arts, education or a similar field.
- Awareness of relevant safeguarding and health and safety requirements for public engagement work. Role specific training will be provided.

**Schedule: This is a freelance position, with an expected commitment of 25 days over 6 months (approximately one day per week).** The Creative Age group meet on Wednesday afternoons from 1pm – 3pm at Sunderland Museum & Winter Gardens and the successful candidate will need to be available on these days and times, particularly in the initial R & D phase from October – December 2024. Other days of delivery are flexible and there may be some weekend and out-of-hours working.

#### How to Apply:

Please submit your cv with a covering letter outlining and evidencing how you meet the role's requirements. Applications should be sent to: [recruitment@sunderlandculture.org.uk](mailto:recruitment@sunderlandculture.org.uk)

For more information, or for an informal chat, please contact Jennie Lambert, Public Engagement & Learning Manager, Sunderland Museum & Winter Gardens at [jennie.lambert@sunderland.gov.uk](mailto:jennie.lambert@sunderland.gov.uk).

#### About Sunderland Culture

Sunderland Culture is a pioneering place-based partnership formed in 2016, by University of Sunderland, Sunderland City Council and Sunderland Music, Arts and Culture Trust, to take forward an ambitious cultural vision for the city. We are a Registered Charity and an Arts Council England National Portfolio Organisation. Our mission is to improve life for everyone in Sunderland through culture.

To do so, we are driving five step changes: growing the profile and reputation of the city; a more vibrant creative economy; raised outlook and aspiration of children and young people; improved health and wellbeing; and a more socially cohesive city.

We deliver a single programme through the city's major cultural venues including National Glass Centre, Northern Gallery for Contemporary Art (NGCA), Sunderland Museum & Winter Gardens and Arts Centre Washington and with communities in spaces and places across the city.

We work across the city to ensure the power of great art, culture and creativity is harnessed for the benefit of Sunderland, its residents and visitors and work created here is showcased regionally, nationally, and internationally. You can find out more about our organisational aims and ambitions including our Theory of Change model and an overview of our recent work in our Annual Review 2023-24 on our website: <https://www.sunderlandculture.org.uk/about/>

We strive to be ambitious, collaborative, outward looking and inclusive in everything that we do. Our Equality and Diversity Policy is published on our website. We actively encourage applications from individuals from communities who are less represented within the cultural sector. We therefore particularly welcome applications from individuals who are looking to develop their career in the cultural sector from Black, Asian, and ethnic minority communities, who are disabled or are from other communities which are underrepresented.

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Sunderland Culture is working with the Culture, Health & Wellbeing Alliance and GEM (Group for Education in Museums) generously funded by The National Heritage Lottery Fund.

