

Arts Awards

Inverness Creative Academy

Artist's Brief

1. Introduction

Wasps wish to appoint three artists to deliver a series of visual art workshops for children and young people at Inverness Creative Academy. Artists are expected to undertake Arts Award training online with Trinity College London in order to facilitate the award and tutor all participants towards reaching accreditation.

Wasps wish to recruit 3 self-employed/freelance visual or applied artists:

- 1 artist to deliver the *Discover* level Arts Awards for children between 5 - 11 years of age;
- 2 artists to deliver the *Bronze* level Arts Awards for young people between 11 - 25 years of age.

All three appointed artists will receive a contract for 45 hours.

2. Background

2.1 Wasps stands for Workshop and Artists' Studio Provision Scotland Ltd. It was established in 1977. The ethos behind Wasps is that while art can enrich communities and society by inspiring, educating, entertaining and transforming people's lives, many artists and arts organisations with the talent and ability to achieve this often struggle to work and fulfil their potential because their low incomes make workplace rents prohibitive. Wasps was therefore set up to provide good quality, affordable studio space to enable artists and creative bodies to carry out their work.

Wasps studios are all across Scotland and as far apart as Shetland and Kirkcudbright. In recent years the Scotland-wide organisation has been transformed from a small charity into one of the most successful bodies of its type in Britain. In 2014 it was named Scottish Social Enterprise of the Year. It is highly unusual because it is self-financing in its day-to-day operations, normally only seeking loans or grants for new capital projects. For more information see www.waspsstudios.org.uk

2.2 Wasps' Inverness Creative Academy will transform two beautiful B-listed former school buildings on the Inverness Royal Academy site into the largest creative facility in the Highlands for artists, designers, makers, creative industries, arts organisations and cultural social enterprises. The Arts Award will be delivered within the workshop space at Inverness Creative Academy as part of the heritage activity programme supported by the National Lottery Heritage Fund. For more information see www.invernesscreativeacademy.org.uk

2.3 Arts Award's mission is to support young people who want to deepen their engagement with the arts, build creative and leadership skills and achieve a qualification through Trinity College London. This pilot project aims to deliver two levels of Arts Award:

- *Discover* level Arts Awards for children between 5 - 11 years of age
25 - 30 pupils from P4-7 pupils from a local primary school
Consisting of 8 sessions lasting 2.5 hours (20 hours in total) during the school day

- *Bronze* level Arts Awards for young people between 11 - 25 years of age
25 participants (openly advertised), self funded by participants
Consisting of 16 sessions of 2.5 hours (total 40 hours) delivered on either Friday afternoon or the weekend.

The appointed artists will work alongside the Heritage Activity Officer to develop the training plan and Wasps want to link the themes of the heritage programme in to the sessions. We are interested in providing a wide variety of media from drawing and painting to collage, printing and sculpture. For more information see www.artsaward.org.uk

3. Arts Award – Adviser Training

3.1 To begin delivery of Arts Award artists must have satisfactorily completed the relevant Arts Award adviser training course to become qualified tutors. Wasps will cover the costs of training course and up to 8 hours of paid study time.

Arts Award tutor/advisers support young people to work towards their award and act as facilitators/ mentors. Advisers are the primary assessors for the young people's work and are responsible for assessing that work using the framework and assessment criteria in the toolkit in preparation for moderation. The purpose of Arts Award training is to provide all the information and guidance to deliver and assess Arts Award qualifications. Advisers are responsible for ensuring that everything required for the moderation day is available as per Arts Award's terms and conditions.

3.2 What's involved?

Arts Awards have developed new online courses for the different levels of award. On each course you'll join a live webinar with an experienced trainer and complete two learning modules independently.

Advisers start online training by completing the 'Introduction to Arts Award' module independently (at least five days before your course webinar). You also need to read the Arts Award adviser Toolkit for your chosen level. You will join an expert trainer and other aspiring Arts Award advisers in a live webinar – three hours for Arts Award *Discover* training, and four hours for *Bronze*. After the webinar you will complete the 'Planning and support' module independently to complete your adviser training.

As part of the webinar training, the trainer will assess your abilities to deliver Arts Award before adviser status is granted. This will include checking whether you have a clear understanding of the assessment criteria and evidence requirements of the award and whether you are able to independently conduct assessments of young people's work using the Arts Award assessment criteria in the toolkit.

The trainer will also check whether you demonstrate an understanding of the principles and practice of Arts Award, and your role as an adviser supporting children and young people to have personal responses, make personal choices, and plan their learning, depending on the level they are working at.

The trainer will check that you have an understanding of the process for booking moderation for your assessments and ensure you are clear about where and how to get further support, resources and guidance regarding your role as adviser.

4. Outcomes

The key outcomes for the project are:

- Three artists will successfully complete Arts Award adviser training;
- 25 – 30 pupils receive Arts Award *Discover* certificates;
- 25 young people receive Arts Award *Bronze* accreditation certificates;
- Host an exhibition of final artwork/project in the Gym Hall at Inverness Creative Academy.

Participants will have:

- Developed skills in preparing and presenting art portfolio linked to creative heritage activities;
- Discovered the enjoyment of creating and participating in a range of art forms while developing their creativity skills;
- Experienced working with arts professionals;
- Learnt about the heritage of Inverness Royal Academy at Midmills and the area's buildings.

Other outputs required by the artist include documentation and a blog post for the Inverness Creative Academy and Wasps websites and social media.

5. Terms

This project must be completed by August 2021, however due to the Covid-19 pandemic there is a degree of flexibility required within our planning to make sure Wasps can deliver any face-to-face sessions inline with the Scottish Government's guidance and the current route map.

5.1 Facilities/Materials

A dedicated workshop space within Inverness Creative Academy will be available to use as a base for workshops and for personal preparation time, although these need to be booked in advance. The workshop has good natural light and is equipped with sinks, tables, chairs, easels and some storage. There is a small budget set aside for any materials required for the sessions, these need to be agreed in advance with the Heritage Activity Officer.

5.2 Support and Administration

The Heritage Activity Officer, Kirsten Body, will co-ordinate all bookings, Arts Award log books and certificates as well as plan the workshop schedule. The Heritage Activity Officer will oversee all Arts Award moderation bookings and liaise with the assigned moderator. All health and safety risk assessments will be conducted by Wasps staff inline with government Covid-19 advice.

5.3 Timescale/Hours

December:	Complete DBS (Disclosure and Barring Service) Enhanced Disclosure and Arts Award tutor/adviser training (8 hours)
December:	Meeting to plan courses with Heritage Activity Officer (1 hour)
January - May 2021:	Deliver workshops and complete work for assessment (28 hours)
June:	Asses work and prepare for moderation (8 hours)
July:	Final exhibition and certificates awarded

5.4 Fee

£1,338.75 (45 hours @ £29.75 per hour) based on Scottish Artists Union rates of pay. Wasps will cover the costs of an individual DBS (Disclosure and Barring Service) Enhanced Disclosure check with Disclosure Scotland and the Arts Award training course (£150-£200). Artists are responsible for their own tax and National Insurance payments.

5.5 Monitoring and Evaluation

The artist will be required to report regularly to the Heritage Activity Officer and contribute to the documentation of the project for use in reports and presentations. The artist's feedback will be important and they will be required to contribute to website blog/social media posts and the final project evaluation report.

5.6 Experience

The artist will be a professional, practising visual or applied artist. Please see the Person Specification (below) for the full criteria required.

6. To Apply

Please email the following to kirsten@waspsstudios.org.uk:

- A covering letter of application indicating: why you are interested in this opportunity, your experience of working with children and young people, and give details of any teaching or youth work qualifications and disclosure checks you may already have.
- Supporting material to demonstrate the quality of your work – eg, a maximum of 8 jpeg, website links.
- An artist's CV with two references.

Deadline: Monday 23 November 2020, 12 noon

You will be notified of the outcome within 10 days. If necessary we may arrange interviews.

Programme supported by **The National Lottery Heritage Fund**



Art Awards - Adviser/Tutor

Inverness Creative Academy

Person Specification

To meet the tutor/adviser training requirements of Trinity College London you must:

- Be at least 18 years of age;
- Have at least three years' experience working with young people on a part time basis or at least two years' experience working with young people on a full time basis;
- Have sufficient literacy skills to understand syllabus and assessment criteria requirements, to conduct written assessment and to develop young people's support materials when appropriate;
- Have relevant experience of assessing information against a stipulated set of criteria. This experience may include, but is not limited to: assessment of recognised qualifications; non formal learning programmes (where deliverers assess young people's achievement against agreed milestones); or preparation of applications for funding or commissioning.

In order to promote good practice, any tutor/advisers recruited will need a current DBS Enhanced Disclosure from Disclosure Scotland. If you don't already have one, this needs to be done before commencing training and the cost will be reimbursed by Wasps.

Arts Award tutor/advisers will, most importantly, have the ability to communicate well with young people. They should also be able to:

- Create a warm, safe, welcoming environment and develop positive relationships with young people;
- Generate opportunities for young people to explore their creativity;
- Offer young people relevant support and information;
- Communicate well on a one to one basis and in group settings;
- Offer good interpersonal and organisational skills.

Arts Award tutor/advisers should have the experience, skills and ability to:

- Successfully complete Arts Award adviser training;
- Plan, develop and evaluate opportunities for young people to engage in relevant arts activities and experiences;
- Support young people to record and evidence their activities, experiences, responses and reflections in a range of formats appropriate to them and the level they are working at;
- Formally assess young people's progress and offer feedback demonstrated by:
 1. Showing an understanding of the Arts Award assessment criteria and evidence requirements through completion of Arts Award adviser training at the relevant level/s.
 2. Making assessment decisions on achievement of Arts Award against the outlined criteria before it is moderated by Trinity College London.
 3. Use feedback provided by the moderation process to inform future Arts Award delivery.