

Recruitment Pack

Volunteers

Application deadline: 10am 5th May 2022

Interviews: 11th May 2022



Take Part Queen's Park (Photo Credit: Andy Willsher)

Bedford Creative Arts is an Arts Council England National Portfolio Organisation and a Registered Charity.

Our Registered Charity No. is 1119555. Company Limited by Guarantee 5305188.

Introduction

Bedford Creative Arts (BCA) is seeking Volunteers to support the delivery of our programme

About Bedford Creative Arts

BCA is an arts charity that has been producing socially engaged art projects for more than 30 years that explore issues of social justice, challenge the status quo and raise questions that have the potential to influence practice and policymaking. We work predominantly in Bedfordshire but strive for our activities and learning to make a national impact on the sectors where we work and the world, we live in.

We are a National Portfolio Organisation (NPO) of Arts Council England and have been funded by a range of local and national funders including The Health Lottery, Paul Hamlyn Foundation, and the National Lottery Heritage Fund.

What we're looking for

We are looking for individuals who are passionate about the arts and the community they live in. We are looking for approachable, friendly people who want to get involved with helping at events, supporting artists with workshops and being part of the community.

We will provide training and opportunities for our volunteers to learn new skills. Opportunities might include:

- Access to advice and support about working in the arts.
- Skill training to help deliver activities.
- Being part of larger events with BCA for example The River Festival.
- Full DBS checks, first aid and health and safety training.



Take Part Queen's Park (Photo Credit: Andy Willsher)



Airship Dreams: Escaping Gravity (Photo Credit: Chiara McCall)

Our Vision

Our vision is that future communities will have **an outrageous sense of entitlement to the arts** because they understand its enriching value, believe in its power as a tool for change and know that it will help them to be heard.

Our Mission

We enable meaningful and impactful creative opportunities, experiences and moments that respond to the needs of communities. In order to inspire action and change, over the next four years we will:

People - Put people at the heart of our work, working responsively and collaboratively with communities.

Place - Support place-making, shaping and enriching by helping communities to have a sense of identity, belonging, agency and pride in where they live.

Power - Empower communities to provoke change, champion social and environmental justice, and strive for a just and equitable society

Possibility - Seek to ask questions and have conversations that challenge the status quo, support meaningful debate and enable radical ideas to be explored.

Practice - Use socially engaged artistic practice to develop knowledges, skills and tools that can be shared and used nationally.

Strands to our work

Commissioning

We commission artists to create new work with, in, and for, communities. This is done through any artform. We focus on social engagement through the arts by working closely with communities which can involve co-commissioning, participation and co-creation. We often work with those who don't normally engage with the arts.



Airship dreams: Creative Forum (Photo Credit: Andy Willsher)

We aim to tackle issues of importance and seek a wide audience for our work – sometimes nationally or internationally. We typically work with up to 100 artists reaching audiences of up to 30,000 people per year. We also have considerable experience of working in cultural education, often commissioning work with and for schools and colleges.

Partners we have collaborated with include Bedford Borough Council, the University of Bedfordshire and Royal Opera House Bridge.

Recent projects have worked with local refugees, those living in deprived wards of Bedford and the LGBTQ+ community.

Artists we have worked with include Andy Holden, Mira Calix, Caroline Wendling, Jennifer Allen (aka Quilla Constance), Kemi Onabule, Julie Myers, Maria Anastassiou, Chris Dobrowolski, Sadie Hennessy, Theatre Témoin, Sam Wiehl and Mike Stubbs.

You can browse our previous projects at our website: www.bedfordcreativearts.org.uk

Creative Ecology

We recognise that as a publicly funded organisation with significant experience we have a duty to develop the creative ecology in Bedfordshire.

This means that we take an active and leading role in supporting networks, consortiums and talent development for artists, producers, communities and organisations in Bedfordshire.

We have recently launched a Producer Hub for Bedford with 1 Degree East that mentors and supports local producers and self-producing artists to develop their skills. We are also co-founders of the free practitioner network, Creative Bedfordshire, regularly delivering networking and skills sharing events for our creative community.



News,News,News (Photo Credit: Andy Willsher)

Our staff team

BCA is a small team led by the Director, Elaine Midgley.

We have two senior managers who drive the artistic programme supported by a team of mostly part-time producers, managers and support staff that deliver our year-round programme of project work. We contract and expand our team to accommodate our programme, working with additional producers and project managers as required.

Profiles of our staff and current Board Members can be found at:

<https://bedfordcreativearts.org.uk/our-team/>



The Role of a Volunteer

As a volunteer you will be able to choose how much time you would like to give to Bedford Creative Arts. Our volunteers will be expected to help with activities. You will be expected to support artists during workshop delivery.

You may also be asked to support the BCA team in delivering symposiums and networking events along with events linked to the programme such as launch nights. There will be opportunities to get involved with installations of artworks across Bedford and Central Bedfordshire.

Above all we want our volunteers to be advocates for the organisation and the work we do.

What we are looking for in all our Volunteers

We are looking for the following qualities in a volunteer:

- Friendly and approachable
- Comfortable working with the public
- Flexible with working days and hours
- Passionate for the organisation and the arts
- Committed to our vision
- Strong communication skills

How to apply

1. Come and chat

We welcome conversations about the role with our Projects and Company Manager prior to application. This will give you the chance to ask questions about the role and the company before making an application. You can do this via email at info@bedfordcreativearts.org.uk or call us on 01234 818670.

2. Make an application

To make an application please submit a 1 side of A4 cover letter and CV to info@bedfordcreativearts.org.uk.

3. Attend an interview

If your application is successful, we will ask you to attend an informal chat with our Projects and Company manager and 1 other member of the team. We will then be in touch to let you know our decision.

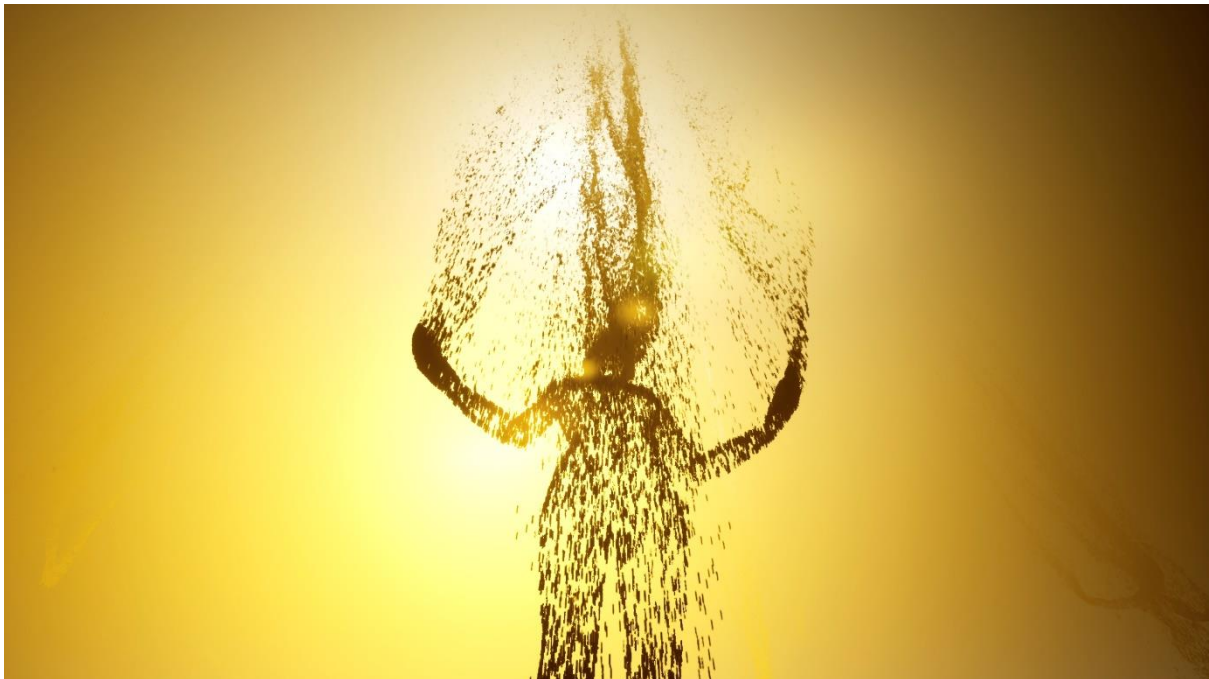
Thank you for your interest in Bedford Creative Arts

Privacy Notice

Bedford Creative Arts (BCA) complies with the Data Protection Act 2018 and the General Data Protection Regulation (EU) 2016/679 under the control of its Information Governance Policy. Your information will be stored confidentially and only be used for the purposes of selection and recruitment for the role applied for. Your information will not be transferred outside the organisation. By submitting an application, you are indicating that you are content for your details to be stored by BCA for the purposes of handling this recruitment process until such time as all appointments are made. All application information from unsuccessful applicants will be safely destroyed unless you give us permission to retain it in our Talent Bank for the purposes of informing you about other future opportunities which may be of interest.

Equal Opportunities

Bedford Creative Arts is an Equal Opportunities Employer which means that all applications will be judged on the candidate's individual merit and abilities in relation to the role description for the role and no applicant will be unfairly discriminated against on the basis of any protected characteristic (as defined by the Equality Act 2010) or will be disadvantaged by conditions or requirements which cannot be shown to be justifiable.



Airship Dreams: Escaping Gravity (image credit: collaborative team of Escaping Gravity)