

River/Flow/ Connect: Evaluator Brief



BCA River Picnic 2023 © Urban Judge

About the Project

Bedford Creative Arts (BCA) are looking for an experienced independent evaluator for a community-based arts project. BCA has been awarded funding by the National Community Lottery Fund to run a series of creative workshops with the schools and communities of Kempston to support them to connect with the River Great Ouse.

The Brief

Bedford Creative Arts are looking for an independent evaluator to build an Evaluation Framework and write a brief Report for the first phase of their project River/ Flow/ Connect.

Between June 2024 and Spring 2025 BCA will deliver a series of workshops to connect the communities of Kempston with the River Great Ouse. BCA has future ambitions to commission sculptural spaces along the riverbank in Kempston. We need to understand the needs and desires of the local community and discover what we need to know about residents' views, the river and about wildlife to inform the development of this ambitious project.

Activity BCA will be delivering includes:

- A schools workshop programme delivered in 10 schools.
- A series of community workshops, open to residents, with artists to explore locations and themes
- Three community picnics and social events.
- A symposium and sharing event series in Spring 2025 sharing outcomes from the workshop programme.

The evaluator will need to have experience in evaluating community engagement projects and arts or cultural projects. Experience of evaluating lottery funding from the National Lottery Community Fund above £10,000 will be an advantage.

The Evaluator needs to:

- Consider the needs of the project's commissioners and funders and create an Evaluation Framework that identifies the data that needs to be collected and the mechanisms for collecting it to enable a through quantitative and qualitative evaluation of the project.
- Advise BCA on the best mechanisms for collecting the data, which may include taking an active part in relevant parts of data collection e.g. running a focus group if an independent voice is useful. (NB. BCA expects that its own staff will obtain the majority of data such as undertaking surveys or holding debrief meetings).
- Create a PDF Report of the evaluation findings, supported by BCA staff, that can be used to report to funders and stakeholders about progress.
- The Evaluator will need to incorporate BCA's existing mechanisms for data collection, such as those used as part of its National Portfolio status with Arts Council England.

A photographer and videographer will be appointed separately to create a video evaluation of the project.

Fee

The budget for the work is in the region of £2,000. Applicants are requested to supply a quotation for services.

Reasonable travel expenses will be provided agreed in advance.

This is a freelance contract. The applicant will be liable for their own tax, insurance and pension contribution. This is not an employment contract.

Application Process

Candidates wishing to apply should submit a brief proposal of no more than 2 sides of A4, explaining how they will respond to the brief and outlining the following:

- Their relevant experience (e.g. a CV)
- How they intend to deliver the outputs required

We will obtain references from the successful candidate before appointment.

For informal enquiries, please email our Director, elainem@bedfordcreativearts.org.uk before the deadline.

Deadline for applications: 10am, Monday 3rd June 2024.

Please submit applications to: info@bedfordcreativearts.org.uk

Successful candidates will be invited to an online interview in the week beginning 10th June 2024.

Eligibility

We welcome applications from people at various stages of their career and from a variety of demographic backgrounds.

An Enhanced DBS check will be required for any unsupervised work with the community.

If you require additional support to apply for this opportunity, please contact us to request additional assistance. info@bedfordcreativearts.org.uk 01234 818670.

About Bedford Creative Arts

Bedford Creative Arts is a contemporary arts organisation that has worked across Bedfordshire for 39 years. It is committed to commissioning high quality art in communities, working with people to make great art in response to the place where they live. We work at different levels, from light participation to deeper collaborative projects between artists and the public. Throughout our work we seek to make new work that is accessible and engaging for audiences, and questions and develops social practice within contemporary art. Bedford Creative Arts is an Arts Council England national portfolio organisation.

www.bedfordcreativearts.org.uk

About River/ Flow/ Connect

River Flow Connect is a longitudinal project that aims to strengthen engagement and connection with the River Great Ouse by residents living near the riverbank between the town centre and Rural Kempston/ Great Denham. Beginning firstly in Kempston, the project seeks to use arts and creativity as a tool for helping residents to have a positive relationship with their local river that sees an increase in use of the riverbank as a place for recreation, navigation by foot and cycle, socialisation and conservation.

To do this we will identify locations along the riverbank that will be transformed into accessible community spaces (“hubs”). A “hub” is likely to be where we restore an overlooked open-space and re-claim it for use by residents as an area to picnic, walk along, cycle along and celebrate at. This Kempston phase of community engagement is funded by the National Lottery Community Fund.

About Kempston

Kempston is a large town within Bedford Borough with a strong Parish identity. Three key wards are linked along the river area for this project and ward councillors are actively engaged. Some areas have higher levels of need for the Community Needs Index than for the rest of Bedford (the Community Needs Index identifies areas experiencing poor community and civic infrastructure, relative isolation and low levels of participation in community life.). Levels of deprivation are generally higher than average for England and for wider Bedford and levels of Higher Education are lower. Some areas also have a higher than England and Bedford average levels of disability.

Equal Opportunities

Bedford Creative Arts values inclusivity and strives to ensure equal opportunities for all. This means that all applications will be judged on the candidate's individual merit and abilities in relation to the brief for the role and no applicant will be unfairly discriminated against based on 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. We acknowledge certain demographics are often under-represented in the arts and in our areas of work and therefore we especially encourage applications from diverse ethnic backgrounds, those with a disability, and those with less formal educational qualifications. We will not prejudice any applicants that do not come from one of these backgrounds if they have the skills and knowledge needed to deliver the role however, we may take positive action to support representation where this can be shown to be justifiable. If you require an alternative method of application in order to fairly access this recruitment process, please contact us on info@bedforcreativearts.org.uk or 01234 818670.

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 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.