

BRIEF FOR THREE FREELANCE ASSOCIATE PRODUCERS FOR YORKSHIRE'S LEGACY TRUST PROGRAMME: I MOVE THEREFORE I AM (WORKING TITLE)

Purpose of Roles

To work alongside the Creative Programmer to develop a cohesive programme of events, projects and activity strands which will form the four year programme IMTIA as part of Yorkshire's Cultural Olympiad. The Associate Producers will form part of a Programme Group which will shape, nurture, develop and deliver strands of activity, and projects within these strands to commission ready status, making regular recommendations to the Project Board against a complex set of drivers and criteria. They will also represent a key resource to be deployed in the cultural sector, to support promising ideas, help build capacity and drive strategic fit with the programme. Their intervention should be valuable to those organisations and individuals supported, even where the outcome is other than a commission within the IMTIA programme.

Initially these contracts will be awarded for one year.

Objectives, Activity and Outcomes

- To gain a deep understanding and practical familiarity with the aims and implementation plan for the programme as a whole, and maintain a broad overview throughout the process;
- In Year 1, to move forward existing programme strands (currently 6 in total) and individual projects contracted or in development (currently 16 in total) through a development, project management and monitoring process, bringing regular reports to the Programme Group. It is anticipated that each AP will manage 1 – 2 strands and within these, about four individual projects;
- To evaluate project ideas coming through from seminars, surgeries and other sources and bring these to the Programme Group for consideration;
- To be an active member of the Programming Group, meeting regularly (likely 0.5 days per month) to make recommendations for overall programme shape and content, for individual project development and commissions, to be presented to the Legacy Trust UK Regional Project Board;
- In the first year, each AP to provide around ten days of direct project development and support contact with potential delivery partners as agreed by the Programme Group;
- Each AP to run a day of surgeries every two months (6 days per year);
- AP's may be required to attend the Legacy Trust UK Project Board from time to time;
- In Year 1, it is anticipated that each AP will support development of around 4 new projects of which 2 may be commissioned in Year 2;
- In Year 2 (September 2009 – September 2010) it is anticipated that Year 1 project strands will be continued, including a number of individual projects with later or on-going phases. This, alongside new projects, may increase the number of projects being managed by each AP and hence contracted days may be increased.

Reporting to: Creative Programmer for London 2012, Yorkshire.

Remuneration: The fee offered is £8,000 pa, which is expected to represent around 28 days work pa. Additionally, agreed travel and subsistence expenses within the region may be claimed at Yorkshire Culture's standard rates and terms.

The role of the Associate Producers will be reviewed in September 2009 with a view to renewing for a second year, for which currently funding is confirmed. APs will be evaluated in September 2010 with a view to renewing the contract to September 2012, subject to funding availability.

Fees offered are inclusive of VAT

We are looking for people with:

- Experience and knowledge in one or more of the following: performing arts – dance, theatre, music, circus/ street arts ; visual arts, literature, media, heritage, museums, sports/ culture collaborations. The three Associate Producers will be appointed to reflect a balance across cultural forms;
- Creative project development experience - working with cultural practitioners and organisations to challenge, stretch and support their practice towards project delivery;
- Experience of working to develop projects specifically aimed at engaging and involving young people;
- Understanding of project development in a strategic context, and a track record in shaping creative projects towards strategic fit;
- Practical production / curation / delivery experience within their specialism;
- Ability to evaluate and assess project ideas or proposals for potential, including financial evaluation of the viability of the project;
- Experience of partnership development, funding bodies and plural funding scenarios for projects;
- Ability to work as a team and negotiate priorities and programming;
- Preferably, knowledge of the Yorkshire region, its cultural offer and infrastructure.

Creative Programmer, Yorkshire
15th July 2008