

Visual Arts Assistant, Sunderland Culture

Supported through the Weston Jerwood Creative Bursaries Programme

Summary Information

- Job Title: Visual Arts Assistant – Weston Jerwood Creative Bursaries Programme
- Salary: £19,500
- Contractual Hours: 37.5
- Contract Type: Employed
- Duration of Contract: 31 March 2021- 31 March 2022
- Reporting to: Programme Director, Northern Gallery for Contemporary Art
- Location: National Glass Centre / Northern Gallery for Contemporary Art, St Peter's Campus, University of Sunderland, Sunderland SR6 0GL

Information

This role is a **one-year fellowship** supported by the Weston Jerwood Creative Bursaries programme which is working to increase socio economic diversity within the cultural and creative sector and make it a more equitable and inclusive place to work.

It is an opportunity specifically aimed at someone who is **looking to develop a career within the visual arts and** who has **experienced socio-economic disadvantage or is from a socio-economic background that is currently underrepresented** in the arts or cultural sector, and **who is at the beginning of their career having worked for between two and five years.**

As this post is funded specifically in relation to these criteria, you should tell us as clearly as possible in your application why you feel you are appropriate for this role, how it would enable you to fulfil your potential in the arts and creative sector, i.e. how it could help you to pursue a career in these areas.

In addition, Sunderland Culture is particularly keen to welcome applications from individuals from communities under-represented within the cultural sector, including from Black, Asian or minority ethnic backgrounds.

The successful candidate will take part in a programme of training, support, mentoring and professional development through the Weston Jerwood scheme and be part of a network of fellows who can offer ongoing peer support throughout your career.

The successful candidate must meet the following criteria:

- Has been **working for between 2 and 5 years**
 - Has **begun to develop their own professional practice** in a recognisable capacity
 - Not be in full time education (12 hours or more formal study a week)
 - Has the legal right to work in the UK
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- Deadline for applications is **5pm on Monday 18th January.**
 - Interviews will take place either online or in Sunderland, on **Wednesday 3rd February**

About Sunderland Culture

Sunderland Culture is a ground-breaking organisation created to unite most of the main cultural venues in the city. The organisation was set up by Sunderland City Council, University of Sunderland, and the MAC Trust. It runs the artistic programme in five venues: National Glass Centre (NGC); Northern Gallery for Contemporary Art (NGCA); Sunderland Museum & Winter Gardens; Arts Centre Washington and the Fire Station as well as programming City Wide work in public spaces.

We are delighted to be one of 50 organisations across the country working with Weston Jerwood Foundation.

We are looking for someone keen to make a career in the *visual arts*. Previous experience in this area is not essential but enthusiasm for and willingness to learn about this area (which includes photography, painting, sculpture, film, and applied arts / craft) is necessary.

National Glass Centre / Northern Gallery for Contemporary Art will be the main place of work but we also expect the successful candidate to work across the organisation, working across venues and departments including with our curators, marketing team, education team, technical staff, and front-of-house staff, to understand what each role does, and how they fit together.

Visual art exhibitions are staged at four of our five venues:

- National Glass Centre is the country's main space for producing and showing new work in glass.
- Northern Gallery for Contemporary Art (NGCA) shows all media, though has strengths in photography.
- Sunderland Museum and NGCA are working with one of the national collections of work by living artists, the Arts Council Collection, for the next 18 months.
- Arts Centre Washington shows work by younger artists, craft, and artwork produced by the community.

About the Weston Jerwood Creative Bursaries, run by Jerwood Arts

This job is part of a wider programme called the Weston Jerwood Creative Bursaries, which is designed and run by [Jerwood Arts](#). Jerwood Arts is an independent arts funder working with early-career artists, curators and producers to help them gain access to opportunities, collaborate with other artists and get ideas and projects off the ground. Sometimes the Foundation works with artists directly, and sometimes with organisations.

Together with the organisation you are considering applying to, Weston Jerwood also advocate for the arts and cultural sector to be a more equitable and inclusive place to work. There is a wealth of information, data and academic research about the lack of diversity in the arts, and artists and arts workers continue to face exclusion based on their class origins, ethnicity, disability, gender, and other elements of their background, identity or experience. Weston Jerwood thinks that the system is broken, and that [positive action](#) combined with deep work by organisations is the only way for this to change. For this reason, the Weston Jerwood Creative Bursaries programme is only for those from lower socio-economic backgrounds. This fellowship is

also an Arts Council England Transforming Leadership programme, which looks to nurture future leadership in the arts.

What is a lower socio-economic background?

Weston Jerwood Foundation have conducted extensive research to assess the barriers to a diverse workforce in the arts. The criteria identifying this here are those specified by the Foundation. If you are from a lower socio-economic background, you will most likely have been to state school, might have received free school meals as a child or had a precarious household income when you were growing up. You might have grown up in the care system, been a young carer, or been the first in your family to go to university. Other terms people from a lower socio-economic background might identify themselves or their family as working-class or benefit-class. If you are from a lower socio-economic background you are also more likely to face intersecting barriers in society, experiencing racism, ableism and other forms of discrimination. You can find out more about socio-economic diversity and the actions the Foundation are advocating for in this [Toolkit](#).

How it works

The programme funds year-long salaried jobs in arts and cultural organisations, as well as providing links to wider professional and pastoral guidance where it is needed. It seeks to interrogate and remove barriers to entry and enable people to build careers in the arts with confidence and support. Over 2020-2022, the programme is funding 50 jobs across a range of art forms.

What will you get from the programme beyond the job?

- **Fellows Network:** If you get this job, you will become part of a network with 49 other artists, curators and producers from lower socio-economic backgrounds. We call this a network of 'Fellows'. You will all be near the beginning of your life as professional artists and creatives, starting new jobs within three months of each other. It is likely that you might have faced similar and interconnecting barriers to working in the arts previously. Navigating institutions and new professional contexts can be tough, but you won't be doing it alone. In the past the network has produced friendships, artistic collaborations, theatre companies and a sense of community.
- **Professional Development:** Fellows will join the Professional Development programme led by [people make it work](#), which will provide support and training and will be co-created with you. This means that we will tailor the content to your needs, challenges and ambitions and work with you to ensure you learn exactly what you need to support your professional development. A key feature of this will be establishing the Fellows Network for shared learning. This programme will be delivered online, and we hope that at the end we can hold an event that brings the Fellows together in a physical space. The programme will take place over a series of live digital meetings that will enable you to get to know each other, meet and learn from alumni and share your experience of starting your new roles. These sessions will respond to your needs in terms of skills development and we imagine that some of the workshops might include networking and career progression, training as a freelancer, public speaking, CV writing and navigating organisations.

- **Mentor:** You will get a mentor (outside your Host organisation) to work with during your Fellowship. Who they are is completely up to you, and we will pay for their time. You'll also receive guidance from [Arts Emergency](#) who have significant experience in how to identify and make the most of a mentor.
- **Progression:** Throughout the programme, you'll be supported by your Host organisation and Jerwood Arts to help you work out your next steps after the year is over. This might be coaching, support with future job and funding applications, introductions to programmers and funders, or simply advice and encouragement. Jerwood Arts can provide £1,000 of additional funding specifically to support your own creative projects, research and collaborations towards the end of your time on the programme.
- **Feedback:** Weston Jerwood have run this programme three times over the past decade (you can hear about other peoples' experiences of the programme [here](#)). Each time we learn more about what works and what doesn't, so you will be encouraged to speak to both Jerwood Arts and your Host organisation if there's anything you'd like us to reflect on, build on or change to improve it for you.

If you love the sound of the job but have questions about the Weston Jerwood Creative Bursaries programme as a whole, you're welcome to contact Sarah Gibbon, Project Manager at Jerwood Arts, confidentially on sarahg@jerwoodarts.org or 07944 903989 in advance of making an application.

Please note that if your questions are specific to the job role or the application process, these should be directed to the organisation you are applying to (see below).

How to apply:

For further information or to download an application form, please visit www.Sunderlandculture.org.uk/opportunities or email Amy.Martin@sunderland.ac.uk. Deadline for applications is **5pm on Monday 18th January**. Interviews will take place either in Sunderland or online on **Wednesday 3rd February**. For an informal conversation about this opportunity please contact Alistair. Robinson on Alistair.robinson-2@sunderland.ac.uk in the first instance.

Job Description

Job Title:	Visual Arts Assistant
Reports to:	Programme Director – Northern Gallery for Contemporary Art
Salary:	£19,500 per annum
Working hours:	37.5 hours per week
Terms:	1 year fixed term contract
Location:	National Glass Centre
Main purpose of role:	<p>The Visual Arts Assistant role will provide a strong foundation in the breadth of Sunderland Culture’s visual arts programme. Aligned with major exhibition projects including Arts Council Collection’s ‘National Partners Programme’ and Ambition for Excellence-funded, Glass Exchange.</p> <p>The post will be based at National Glass Centre / Northern Gallery for Contemporary Art, on the University of Sunderland’s St Peter’s Campus. Opportunities will be offered across our five venues to gain an overview of the city’s cultural provision, and how it joins up.</p>
Key Tasks and Responsibilities may include:	<ul style="list-style-type: none"> • Exhibition design and production: working with NGCA and National Glass Centre curators and technicians on exhibition research, development, design, installation and takedown of exhibitions. • Project management: working with curators and technicians to assess how schedules, budgets and workloads are forecast. • Exhibition research: identifying and communicating artists’ ideas to other staff and the public. • Exhibition monitoring and visitor research: working with front of house staff to seek feedback during invigilation. • Education and Learning: assisting the education team with the development and delivery of learning activities. • Promotion: working with marketing and communications staff on audience development, market research and media relations. • Collections research and management: Undertaking collection management activity with curators about objects in our collections.

	<ul style="list-style-type: none"> Connecting with senior colleagues about strategy and how our objectives are delivered through the programme.
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Person Specification

Key competencies	Essential	Desirable	Assessed by
Qualifications and Professional Membership	n/a	n/a	n/a
Knowledge and Experience	<p>Be in work for between 2-5 years</p> <p>Demonstrate the development of your professional practice in a closely related field</p> <p>Demonstrate an interest in visual arts</p> <p>Demonstrate the desire to build a career in the creative / arts sectors</p> <p>Understanding of the challenges of socio-economic disadvantage in relation to this sector</p> <p>Understanding of the diverse communities of North-East England</p>	<p>Ability to plan, budget and manage projects and programmes</p> <p>Good organisational skills</p> <p>Experience of working in partnership</p> <p>Experience of working in a team</p>	Application and interview
Personal Qualities	<p>Can demonstrate meets the criterion of experienced socio-economic advantage as specified by Weston Jerwood Foundation.</p> <p>Commitment:</p>		Application and interview

	<p>Strong desire to play a role in this sector</p> <p>Team-player: Ability to adapt to and take the initiative in new environments as a member of a team</p> <p>Communicator: Ability to relate to, and communicate with different audience groups, and team members</p> <p>Resilient: Ability to overcome challenges, by seeking solutions, asking for help, and teamwork</p> <p>Sense of fairness: A commitment to core principles of equality, diversity, and inclusiveness</p> <p>Calm and courteous: Ability to remain professional under pressure</p> <p>Creative: Commitment to finding imaginative solutions to problems</p> <p>Efficient: Ability to manage workloads and multiple priorities</p>		
<p>Special requirements</p>	<p>n/a</p>	<p>n/a</p>	<p>n/a</p>

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2020–2022



Weston Jerwood Creative Bursaries 2020-2022 programme is designed and produced by Jerwood Arts. It is funded and supported by Arts Council England's Transforming Leadership Fund, Garfield Weston Foundation, Art Fund, Arts Council of Wales, Creative Scotland, British Council, Jerwood Arts and PRS Foundation.