

Facing the Past: Partnerships and Development Director (Freelance)

This vacancy closes at noon on June 13th 12 noon.

Interview date tbc.

Job Title: Facing the Past: Partnerships and Development Director

Salary: A freelance fee £18,600 to include all disbursements. Equivalent to 1 days per week for 14 months or project completion.

Location: Lancaster with some remote/ homeworking possible

Reporting to: Lancaster Priory Facing the Past (Phase 2) Steering Group (FTPSG)

Context

Facing the Past is an arts and research programme to reflect, reveal and redress omissions in the way the City of Lancaster has commemorated its role as the fourth largest slavery port in the UK.

In the summer of 2020, following Black Lives Matters Movement, a group of activists, arts and heritage organisations, faith & community groups and academics came together to facilitate a meaningful response to create new agency and awareness of issues of Slavery and the historic black presence in the city. Lancaster Priory Commissioning Group formed with the backing MP David Lammy as Patron.

In 2021, with the financial backing of Arts Council England, a programme of creative workshops, public consultation and feasibility and scoping have resulted further funding from The National Heritage Lottery Fund to produce a programme of work which responds to pervasive legacy of profit, power and persecution of enslaved Africans in the historic City of Lancaster in meaningful and multifaceted ways.

Facing the Past was conceived following the vandalism of slave trader memorials in Lancaster Priory Churchyard and the multifaceted community response which grew. There is an urgent need to pull together community activity, archive and academic research as the foundation from which future Facing the Past activity can reference and build upon. A digital trail with physical markers across the city offers scope for a community-wide shared resource for research, archive, documentation and partnership working. Building on the existing Slavery Trail & Tour lead by Alan Rice, an interactive digital archive and slavery trail can be filtered with tags appropriate to age/ content/ geography on a bespoke platform with identified digital mapping specialists. Training for community and school groups will take place so that communities can populate this site and create their own, bespoke trails and records to generate a useful and dynamic community-led archive and shared repository. The Lancaster Priory Commissioning Group seek to expand awareness of the city's recent past through a unique, fulfilling and accessible heritage to project new layers on the city's history through multiple voices. A piece of research will be commissioned to drill down into Lancaster Priory Church's complicity in the Transatlantic Slavery and Black presence.

A wider network of cultural programming, including, participatory events, public realm consultation, festivals, and training opportunities, this post will act as the conduit to new understanding and an

important cultural response to the complexity of Slavery issues both historic and connected to the present day.

The Vision

All Lancaster residents will be aware of the Facing the Past programme through a multi- agency approach to PR and Comms. People will be aware of Lancaster Transatlantic Slavery connections and may take steps to involved themselves more deeply in the issues and legacy of the past and present. The post holder will capitalise on the explosion of interest in the subject and facilitate new connections through excellent public relation and communication work.

Purpose

There has been an explosion of interest and activity in Lancaster's Transatlantic Slave Trail with several groups working to raise awareness, educate, research and creatively respond to the injustices of the past and present

The city holds stories of individual slaves, Abolitionists and web of slavery profits. Lancaster Priory Commissioning Group are keen to upskill themselves and the next generation to challenge the extent to which we change the local knowledge of the city and shift from a 'didactic' conversation of slavery into something experiential and community driven. This will in turn support a wider campaign to rewrite local history and raise awareness of contemporary social injustice. Digital Mapping is a new and important venture for Lancaster Priory Commissioning Group.

The aim to encourage new audiences to re- activate their imaginations for debate, and positive action and see their historic surroundings in a new light.

Key Responsibilities

The post holder will work closely with external stakeholders and colleagues to develop funding and organisational partnerships, supported by a focussed steering group (FTPSG) formed from Lancaster Priory Commissioning Group, the PCC and the Programme Director.

- Develop and deliver Facing The Past Fundraising Strategy, with the purpose of identifying and building on the opportunity to secure future activity and programming for Facing The Past II and the future legacy.
- Develop and deliver Facing The Past Partnership Strategy, with the purpose of identifying and building on the opportunities to partner locally and nationally during Facing The Past II and the future legacy.
- Produce fundraising assets for Facing The Past II and the future legacy

- Manage a fundraising and partnership pipeline and report on this to the PCC and Priory Commissioning Group.
- Work with partners to identify opportunities for joint fundraising and programme development.
- Work with the Programme Director and partners to identify communications and engagement opportunities to develop new funding and partnership openings.
- Design and manage the project plan for this work package, ensuring deadlines, budget and timescales are met

Person Specification

ESSENTIAL	DESIRABLE
Experience	
<ul style="list-style-type: none"> • Extensive fundraising experience, ideally at senior management level • Experience of shaping and delivering compelling fundraising proposals • Experience of representing organisation in funding and partnerships relationships • Experience of identifying and managing fundraising prospects and managing multiple submissions and reporting requirements effectively • Experience of managing active partnerships and identifying options for further development • Experience of identifying and managing potential partnerships with clear decision making for organisational strategy. • Effectively communicating with colleagues and a range of stakeholders to report on fundraising and partnership pipelines. • Managing budgets 	<ul style="list-style-type: none"> • Working within community archiving, museums, digital mapping, social injustice, visual arts/ heritage sector • Experience of non-traditional funding streams • Experience of donor stewardship using monitoring and evaluation • Experience of setting up and managing an effective CRM system.
Knowledge	
<ul style="list-style-type: none"> • Historical overview of Lancaster as the UK fourth largest Slavery Port • Understanding of relationship cultivation • Understanding of audience development 	

<ul style="list-style-type: none"> • Understanding of the principals and values which underpin arts/ heritage trails and the value which underpin the Facing the Past programme • 	
Skills	
<ul style="list-style-type: none"> • Ability to manage own workload, completing tasks to deadline without supervision • Excellent advocacy, presentation and verbal communication skills with an ability to engage effectively with a wide range of people • An eye for details both visual and textual, ability to edit and approve content appropriate to the context • Co-ordination public relations activities ensuring consistency of messaging and clear calls to action. • Identification of media opportunities, to secure PR coverage across print, broadcast and online, building contacts locally and nationally and monitoring coverage. • Ability to develop creative content including news releases, social media posts and videos to support campaigns and ongoing activities. • Identification and interviewing potential case studies so that their stories can be used to demonstrate change/ action 	<ul style="list-style-type: none"> • Support the monitoring and evaluation of Facing the Past digital activity, using Google Analytics and other packages
Qualities	
<ul style="list-style-type: none"> • Ability to build excellent relationships and work in a supportive manner alongside colleague, partners, freelancers, teachers, academics and local authority representatives • Ability to work flexibly and adapt to unforeseen problems • Commitment to equal opportunities, cultural diversity and accessible of service • Self-motivation, ability and willingness to work as part of a team 	

<ul style="list-style-type: none"> Accountability and sensitivity to issues and challenges as they arise 	
Qualifications	
<ul style="list-style-type: none"> Relevant degree or qualification by experience 	

Resources available:

The post holder will work to ensure that all final deliverables meet the project's quality standards and set content milestones that must be met leading up to launch of each project. Members of the Lancaster Black History Group, Church Volunteers, Academics and activists will be available to help deepen your knowledge and understanding of local slavery where necessary and to signpost your team to existing resources including the Lancaster Slavery Family Trees project and Digital Trail.

How to apply and the selection process

Please send a CV and covering letter no larger than 10 MB to info@lancasterpriory.org by noon on 13th June. Unfortunately, any application after this time will not be considered.

Covering letter: Please tell us how you meet the experience, skills and qualities outlined in the Person Specification. This should be no longer than 2 pages in either Word or PDF.

CV Please keep to 2 pages of A4 and include two references from recent or current employers/clients.

All applications will be acknowledged with an email receipt. Should you be shortlisted, we will invite you to interview. Interviews will include a presentation and/or skills test and the date will be confirmed as soon as possible.

We will assess how you meet the experience, skills and qualities outlined in the Person Specification through the application form and interview.

Interview Panel - tbc

Timescales

Application deadline: 13th June 2022

Shortlist notification: 17th June 2022
Interviews: Week commencing 27th June, 2022
Start: commencing August 2022, exact date to be agreed.

Fee

A total of £18,600 is available. This includes all fees, materials, public liability insurance, expenses, site visit, evaluation meeting, user events, administration, meetings, VAT. The fee will be released in tranches upon invoice and competition of agreed milestones.

Useful Links:

Lancaster Priory Church

<https://lancasterpriory.org/>

Slavery Tree Project

<https://www.lancasterslaveryfamilytrees.com/>

Slavery Trail

https://visitlancaster.org.uk/wp-content/files_mf/1608030019TownTrailinA4pages2020.pdf

Lancaster Black History Group

<https://www.facebook.com/Blackhistorylancaster/>

Refugee map: Wiener Holocaust Library

<https://www.refugeemap.org/>