

Facing the Past: Programme Director (Freelance)

This vacancy closes at noon on 3rd June 2022

Interviews: 6th - 17th June 2022

Commences: 8th July, 2022

Job Title: (Freelance) Programme Director

Salary: A freelance fee £45562.5 to include all disbursements. Equivalent to 2.5 days per week for 13.5 months or project completion.

Location: Lancaster with some remote/ home working possible

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

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 new programme 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. Training for partners, teachers and freelancers 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. A community festival and public realm consultation programme and new research will take place.

The Lancaster Priory Commissioning Group seeks 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.

The Vision

This post will act as the connector and amplifier to new understanding and an important cultural response to the complexity of Slavery issues both historic and connected to the present day.

This postholder will forge a greater connection to local, regional, national and global history and community, providing new insight into the reach of Lancastrian family wealth and the human costs and suffering as well as crucial information about black agency in the wake of such persecution.

Through the programme management and direction, the post holder will activate debate through a networked approach to stakeholder engagement and support to all project managers. Their work will appeal to and inform a wide range of audiences to raise awareness of the pervasiveness of the transatlantic slave trade and opposition to it in a city that has lost its physical port.

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. There is a need to have one, centralised shared resource, fed by Lancaster Black History Group, Academics, Community Groups, Arts Organisations, Academics, School Children and Heritage Professionals for all to draw from.

The city holds stories of individual slaves, Abolitionists and web of slavery profits. Lancaster Priory Commissioning Group are keen 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.

The curated programme aims to challenge many of the constraints that shape how heritage can be experienced. The aim is to encourage a range of diverse audiences to re-activate their imaginations for debate, 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 direct, manage, develop and implement the project, supported by a focussed steering group (FTPSG) formed from Lancaster Priory Commissioning Group.

- Interpreting the project vision in order to realise project aims and objectives
- Overall coordination and planning of Facing the Past Phase 2, managing and mitigating risks and issues to delivery
- Liaising with national contacts
- Working with and managing relationships with key partners and stakeholders

- Recruit, overseeing and supervising the work of the project delivery team
- Recruit, oversee and support Project Managers to launch activity and events
- Oversee the Project Managers with the Creative Professional Development Programme for Teachers, Partner Training Programme, New Insights Programme, Participatory Festival, Public Realm Consultation planning and Digital Mapping and Trail
- Liaising with local authorities to identify sites for events, installation and planning permission
- Overseeing project monitoring and evaluation
- Managing the Project Marketing and Communications Plan
- Managing a £200k+ budget
- Writing and producing the final project report for funder and the Lancaster Priory Commissioning Group
- Creating new partnership to extend the legacy beyond Phase 2
- Disseminating the work through platform events to a range of delegates appropriate to the scale of the programme
- Developing future feasible funding bids with the Partnership and Development Director

By the end of the project, the Programme Director will have;

- Delivered a lively, engaging programme of activities and events that highlights the role of the City of Lancaster in benefitting from the transatlantic slave trade and uncovers its legacy, and that will add value, support the visitor economy and act as a call to action.
- Organised a comprehensive community engagement programme that enables a wide range of communities, partners and stakeholders across the Lancaster District, to highlight and celebrate the unique social, economic and cultural contribution of the diverse range of minority communities both today and in the past.
- Overseen a training programme that supports the professional development of teachers and partners which will provide opportunities for professionals and educators to discuss the impact, history and legacy of transatlantic slavery and its historic and contemporary impact with children and audiences.
- Supported the Festival Director in delivering the community created work to permeate the city and raise awareness to new audiences.
- Created a new foundational knowledge base, a community archive and interactive trail
- Created the condition for all KS2 children in the Lancaster District to take part in a new bespoke, child friendly Slavery Trail tour on an annual basis to ensure project legacy and awareness.
- Expand the reach of the project beyond the funded period with feasible funding and programme development proposals
- Overseen the development of the project launch activity and overall communication and marketing programme including overseeing the development of the interactive project mapping solutions.
- Overseen, alongside the Heritage Researcher, a research programme that will uncover hidden histories
- Overseen the development of public realm work with the Local Authorities.
- Meaningfully contributed to the national debate and Slavery Research Networks,

Person Specification

| Experience | |
|---|--|
| <ul style="list-style-type: none"> ● Programme Development and Management ● Managing staff, volunteers and freelancers ● Reporting on project development and delivery ● Effectively communicating with colleagues and a range of stakeholders to engage them in co-created projects ● Managing organisational budgets ● Proven track record of delivering organisational outputs and meeting milestones ● Managing the public launch of a programme ● Funder reporting ● Evidence of producing quality creatives outputs in Heritage sector | <ul style="list-style-type: none"> ● Working within community archiving, museums, digital mapping, social injustice, visual arts/ heritage sector ● Developing and delivering £150k+ funded project ● Organisational Development/ Leadership ● Experience of capital project and planning permission ● Managing procurement ● Projects of regional/ national significance ● Project management of sustainable digital, cultural offers ● Evidence of digital brand/ identity schemes of work ● Marketing framework design and implementation ● Programme leadership of national significance |
| Knowledge | |
| <ul style="list-style-type: none"> ● Historical overview of Lancaster as the UK fourth largest Slavery Port ● Understanding of how to set objectives and measure success ● Understanding of Programme Planning including scenario planning ● Understanding of relationship cultivation and management ● Understanding of audience development ● Understanding of the principals and values which underpin community archiving ● Understanding of web-based content for mobile and local devices ● Local Authority objectives | <ul style="list-style-type: none"> ● Familiarity of the Facing the Past and partner projects work to date ● Understanding of audience segmentation ● Local Authority Planning Procedures ● Active interest in multi-agency approach to social injustice issues ● Interest in digital innovation and/ or heritage in the public realm ● Knowledge of marketing and project launch ● National Heritage Lottery funding conditions and objectives |

| Skills | |
|--|--|
| <ul style="list-style-type: none"> ● Ability to manager own workload, completing tasks to deadline without supervision ● Ability to take responsibility and make decisions as required and authorised ● 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 ● Exemplary written communication skills ● Excellent ICT skills ● Highly organised with excellent administrative skills ● Maximise development opportunity as it arises. | <ul style="list-style-type: none"> ● Proven research skills ● Press/ Radio/ TV confident ● Project management software skills ● Policy/ procedure/ guideline development |
| Qualities | |
| <ul style="list-style-type: none"> ● Ability to build excellent relationships and work in a supportive manner alongside colleague, partners, freelancers, teachers, academics, activists 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 ● 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:

A £200k+ budget will be held and administered by Lancaster Priory Commissioning Group to realise the Programme.

Project Budgets are in place with timescales. A number of freelance roles are being advertised to support the programme delivery. The Lancaster Priory Commissioning Group and Partnership and Development Director will support you at senior level through the duration.

How to apply and the selection process

Please send a CV and covering letter no larger than 10 MB to info@lancasterpriory.co.uk by noon on 6th 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.

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

Fee

A total of £45562 is available. This includes all fees, materials, public liability insurance, expenses, site visit, evaluation meeting, events, administration, meetings, VAT. The fee will be released in tranches upon invoice and completion 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/>

Reading Material:

1. BOOK CHAPTERS, BOOKS AND ARTICLES (Lancaster and Lancashire related)

- a. Elder, M., 2007. The Liverpool Slave Trade, Lancaster and Its Environs, in: David Richardson, Suzanne Schwarz, Anthony Tibbles (Eds.), Liverpool and Transatlantic Slavery. Liverpool University Press, Liverpool, pp. 118–137.
- b. Elder, M., 1992. The slave trade and the economic development of eighteenth- century Lancaster. Ryburn Pub, Krumlin, Halifax [England].
- c. Rice, Alan (2020) Ghostly Presences, Servants and Runaways: Lancaster's Emerging Black Histories and their Memorialization 1687–1865. In: Britain's Black Past. Liverpool University Press Series. Oxford University Press.
- d. Schofield, M. 1946 An Economic History of Lancaster 1680-1860 vol. 1 (Lancaster Historical Association, 1946).
- e. Schofield, M. 1976. 'The slave trade from Lancashire ports outside Liverpool, 1750-90'. Historic Society of Lancashire and Cheshire, vol. 26, 30-72.
- f. Skidmore, Peter. 2010. Transactions of the Historic Society of Lancashire and Cheshire: Volume 159, Issue 1. Liverpool University Press.
- g. Tyler, Imogen (2020) Stigma: The Machinery of Inequality, Zed.

2. ONLINE (General)

- a. Slavery in the North of England' Melinda Elder, OpenLearn
<https://www.open.edu/openlearn/history-the-arts/history/heritage/slavery-and-the-north-england>
- b. Online Teaching pack "'the abominable trade: Cumbria's' Connections to the History and Legacy of Slavery"
<https://cumbria.gov.uk/elibrary/Content/Internet/542/795/41053132443.PDF>
- c. Olusoga, D., 2015. The history of British slave ownership has been buried: now its scale can be revealed. The Guardian.
<https://www.theguardian.com/world/2015/jul/12/british-history-slavery-buried-scale-revealed>
- d. National Trust, Fowler, Corinne Et Al, Colonialism and Historic Slavery Report, 2020 -
<https://www.nationaltrust.org.uk/features/addressing-the-histories-of-slavery-and-colonialism-at-the-national-trust#Download%20the%20report>

3. Databases:

- a. Legacies of British Slave-ownership, UCL - <https://www.ucl.ac.uk/lbs/>
- b. Runaway Slaves in Britain: bondage, freedom and race in the eighteenth century: <https://www.runaways.gla.ac.uk>
- c. Slave Voyages Database <https://www.slavevoyages.org>