

Facing the Past: Community Events Assistant (Freelance)

Contractor:	Community Event Assistant
Fee:	£6050 (£150 per day, 1.5 days per week for approx. 26.89 weeks)
Location:	Lancaster
Deadline:	12 noon, 31st October 2022
Interviews:	w/c 7th November 2022
Duration:	Until June 2023

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.

Following the Black Lives Matter, 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.

In 2021, a programme of creative workshops, public consultation and feasibility and scoping resulted in funding from The National Heritage Lottery Fund.

Facing the Past was conceived following the vandalism of slave trader memorials in Lancaster Priory Churchyard and community response. Community consultation has led to an arts and heritage programme responding to the pervasive legacy of profit, power and persecution of enslaved Africans in the historic City of Lancaster in meaningful and multifaceted ways.

We are looking for an exceptional freelancer to assist the delivery of a community performance event to take our work to those that may not have engaged with the Facing the Past programme. This event brings community groups together to create a mass performance piece built on heritage research for wider, incidental public audiences. As part of a network of cultural programming including digital trails and tours, participatory events, public realm consultation workshop, and training opportunities, the event will act as the celebration of new understanding and an important cultural response to the complexity of Slavery issues both historic and connected to the present day.

The Vision

This co-created community event will forge a greater connection to local history and community. Taking place in the heart of the city, communities will work with heritage professionals and artists to develop their own response to Lancaster's links to transatlantic slavery through song, voice and movement. Although specific to Lancaster, global links may be explored 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.

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. Facing the Past Steering Group are keen to explore the output as a catalyst 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. The event challenges many of the constraints that shape how heritage can be experienced. The aim is to encourage new 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 deliver the project, supported by the Festival Director.

- Assist the delivery of the project plan for this work package ensuring timescales are met
- Support the Festival Director and Programme Directors in communicating with the lead artists and the movement director.
- Broker community engagement including volunteer and participant recruitment.
- Assist the lead artists with acquiring props for performance.
- Coordinate all appropriate consents and permissions where needed in line with GDPR and safeguarding where related to event planning/facilitation.
- Contribute to growing relationships with community groups and stakeholders, building trust and meaningful collaboration.
- Commitment to undertaking training.
- Oversee the organisation of volunteers and ensure their well-being throughout the project.
- Support the Festival Director in recording progress and outputs.

Person Specification

ESSENTIAL	DESIRABLE
Experience	
<ul style="list-style-type: none">● Experience assisting community events or performances.● Resourcing performance events● Effectively communicating with colleagues and a range of stakeholders to engage them in co-created projects● Experience in community arts projects/initiatives	<ul style="list-style-type: none">● Working on co-creative models of production● Working on projects within the public realm● Collaboration with artists, freelancers, and technical staff● Assisting the public launch of an arts/heritage project

Knowledge	
<ul style="list-style-type: none"> Understanding of the principals and values which underpin community arts projects 	<ul style="list-style-type: none"> Familiarity of the Facing the Past and partner projects work to date Understanding of GDPR and safeguarding
Skills	
<ul style="list-style-type: none"> Ability to manage own workload, completing tasks to deadline Ability to build excellent relationships and work in a supportive manner alongside freelancers and stakeholders Highly organised with excellent administrative and IT skills Using databases and communication management systems e.g. to attract, retain and manage participants and volunteers 	<ul style="list-style-type: none"> Strong written communication skills
Qualities	
<ul style="list-style-type: none"> Commitment to equal opportunities, cultural diversity and accessible of service Accountability and sensitivity to issues and challenges as they arise 	
Qualifications	
<ul style="list-style-type: none"> Qualification by experience 	

How to apply and the selection process

For an informal chat about the role please email facingthepast@lancasterpriory.org. Please send a CV and covering letter no larger than 10 MB to facingthepast@lancasterpriory.org. 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. Please keep your CV 2 /3pages 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. We will assess how you meet the experience, skills and qualities outlined in the Person Specification through the application form and interview.

We are committed to inclusion and diversity and welcome applications from individuals from all backgrounds. You'll be working within a team and a Steering Group from a wide range of ages, economic backgrounds, genders, sexualities, ethnicities, heritages and cultures.

Fee

A total of £6150 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 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/>

Reading Material:

1. ONLINE (General)

1. Slavery in the North of England' Melinda Elder, OpenLearn
<https://www.open.edu/openlearn/history-the-arts/history/heritage/slavery-and-the-north-england>
2. 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>

3. 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>
4. 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>

2. Databases:

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