

Southampton Cultural Education Partnership

Children. Culture. Creativity. Community

TENDER OPPORTUNITY

Contract: Creative Mentor Training Scheme

Part of Better Lives Through Culture Programme, in partnership with Artswork

6 July 2022

Timescale: September 2022 – March 2023, with potential to extend

Budget: Up to £4,500 inclusive of VAT and all expenses

Deadline: 29 July 2022, 5pm

Interviews: Week commencing 8 August 2022 (Virtual or in Southampton)

Freelance Contract Brief

Southampton Cultural Education Partnership (SCEP) is seeking an experienced freelance contractor or organisation to work on the **Better Lives Through Culture** (BLTC) programme.

The contractor will be appointed to devise, train, and deliver a 6-month Mentoring programme to six early career Southampton-based creatives to develop their engaged practice, skills, and experience as Creative Mentors to young people. The programme objective is to develop the Creative Mentors as local role models, who will work directly with and inspire Children and Young People from at risk, marginalised or NEET (not in employment education or training).

The contractor will train the Creative Mentors to develop their coaching skills and understand how to support young people, developing a personalised plan of support for their mentee and appropriate ways of working to support them. This could range from building up soft skills such as communication and confidence, to researching career options in the film industry.

This Creative Mentoring programme will provide an essential pilot to support, inform, and develop the SCEP's practice overall. The Creative Mentors, who will be from a breadth of artforms, should come away with the skills to be creative problem solvers and the skills to support young people to achieve to build their confidence and develop their ambitions, as well as the skills to support a vulnerable young person. The training will provide the Creative Mentors with transferable skills about coaching, safeguarding and structuring mentoring sessions. The young people will be recruited via a referral process through different organisations and settings, e.g., youth centres, Pupil Referral Unit, schools, and colleges. The age of the pupils will be secondary school age up to 18 years. It is expected that the consultant will have expertise in providing the Creative Mentors with the skills in working with this age group, including those who are experiencing disadvantage and best practice in this area. It is likely that the referral setting will host the 1-2-1 meetings with the

mentor and mentee. The Creative Mentors will each be paid for their training time, planning, research time and contact time.

This programme is essential to the delivery of **Better Lives Through Culture (BLTC)**, an exciting project to galvanise cross-sector expertise to ensure children and young people that are at risk, disadvantaged, marginalised, not in education, employment, or training benefit from cultural education. <https://southamptoncep.org.uk/better-lives-through-culture/>

This contract requires the individual or organisation to support 6 mentor's and mentees through a creative mentoring programme, by devising the programme structure and CPD content as well as providing supervision's, 1-2-1's and reporting back to the BLTC team.

This contract is offered on a flexible basis however some evening and weekend work and the ability to work in-person in Southampton may be required, as well as work during school holidays.

Objectives:

To devise, support and deliver a 6-month training programmes for six early career creatives, to develop their engaged practice as Creative Mentors and to successfully mentor and support a range of Children and Young People in their own creative development.

This project has two aims:

1. Work with early career cultural leaders/creatives to develop their skills, knowledge and understanding of the mentoring process and how to better support young people to overcome barriers and challenges in their lives
2. Mentor early-career cultural leaders (Creative Mentors) to directly support children and young people to achieve their creative ambitions - aligned to Arts Award - through participation in creative activity

This will involve:

- Co-constructing 6-month mentorship programme
- Delivering creative CPD sessions for mentors
- 1:1 mentoring and delivery consultation
- Embedding Arts Award throughout mentoring scheme
- Providing recommendations for the continuation of the mentoring scheme.

Strategic alignment

- Arts Council England's strategy *Let's Create 2022 - 2032*
- Southampton City Council's UNICEF Child Friendly Programme.

Procedures / practices that must be compiled with:

Must have own Public Liability Insurance

The Contractor is required to demonstrate the following essential experience, skills, and knowledge:

- Proven experience as a trainer devising mentoring programmes.
- Experience mentoring early-career creatives.
- Ability to devise and create long term individual and group development plans
- Working with diverse groups and individuals;
- Strong understanding of education and cultural policy context;
- Ability to write a SMART action plan;
- Knowledge and understanding of cultural agendas and social justice as they relate to children and young people;
- Ability to organise work priorities;
- Excellent written and verbal communication skills;
- Confident, with good interpersonal skills;
- Ability to work in Southampton as required.
- Experience of recognised standards for mentoring frameworks and ethical codes.

Desirable:

- Mentoring qualification/membership of a mentoring body and/or endorsements – Please provide evidence in tender.

NB: Preference will be given to contractors/organisations who can evidence applied knowledge and experience of delivering Arts Awards.

BACKGROUND: What is Southampton Cultural Education Partnership (SCEP)?

Cultural Education Partnerships (CEPs) were developed across the country in response to Arts Council England’s 2015 Cultural Education Challenge.

The Cultural Education Challenge is a call for arts, culture, and education sectors to join together to offer arts and cultural education for all children and young people, regardless of background or circumstance.

CEPs are able to be responsive to local needs, with high-level support from senior leaders from cultural organisations, educational settings, and decision-makers in their area. Together, as a CEP, we can encourage sector leaders to create new, joined-up ways of working and sharing resources.

Southampton Cultural Education Partnership (SCEP) was formed in response to the Arts Council England’s Cultural Education challenge in September 2017. We are a network of over 50 leaders from the arts, heritage, education, and child-focused sector within our city who have committed to working in partnership, adopting a shared approach, being responsive and aligned on our aims and objectives to ensure that all children and young people in Southampton have access to high quality arts, cultural and creative opportunities.

We work with and across schools, Higher Education, the Local Authority, voluntary and community organisations, Southampton Music Hub, cultural organisations, and other funders to develop a joined-up arts and cultural offer locally, maximising resources and developing a coherent and visible delivery of cultural education for children and young people in partnership with Artswork. We are contributing to the development of city-wide initiatives including Southampton City Council's Child Friendly City status.

SCEP is led by University of Southampton (Arts & Culture Team), with an independent Chair and Steering Group.

Our Vision:

Southampton's young people have created a city worthy of their loyalty and pride

Our Mission:

All Children and Young People (CYP) growing up in Southampton have the opportunity to enjoy and participate in creative, cultural and heritage opportunities to enrich and empower their aspirations, ambitions, and lives.

Our Goals:

- To ensure practice, engagement, and study of high quality cultural and creative activities that all Southampton's CYP have access to.
- To equip Southampton's political, civic, and administrative leadership with the knowledge and understanding to recognise, support and advance educational, social, and cultural benefits of participation in culture for the future of the city.
- To create strategic long-term local investments in the integrated use of culture in developing better education, health, and wellbeing outcomes for CYP.
- To strategically galvanise the cultural infrastructure of Southampton to broadly, diversely, and collectively collaboratively to ensure the SCEP exceeds the sum of its individual parts. (Business Plan)

Our Aims:

- To work with those working with children and young people and their families, embedding creative learning from the early years;
- To promote and support delivery of the arts and culture as part of a broad and balanced curriculum;
- To work through the arts to reduce inequalities in educational attainment, health and wellbeing for children and young people deemed to be at risk;
- To provide transferable skills and open up pre-employment opportunities enhancing accessible progression routes into the creative and cultural industries and other areas of work.

The **Creative Mentor Training Scheme** will develop the skills of early career creative education practitioners, who will mentor children and young people identified through our partner settings and schools. It will build strategic capabilities in Southampton for

organisations, practitioners, children and young people through a Creative Mentor programme, Arts Award, Digital Badging and ArtsMark Partnership. A direct outcome will be the delivery of a cultural education referral process.

Overall, the project will strengthen SCEP and ensure legacy by harnessing new collaborative and coordinated approaches to measuring and evidencing impact that will provide a city-wide, multi-sector model of evidence rich practice and evaluation

The project is supported with investment funding from Artsworld and match funding from University of Southampton, Southampton City Council, Go! Southampton, Saints Foundation, EnergiseMe, and SoCoMusic Project.

Strategic Aims

The Better Lives Through Culture Creative Mentor Training Scheme aims to:

- Support practitioners to become Creative Mentors to work with and inspire children and young people, and to inform and develop Southampton CEP's practice
- Strengthen the SCEP and build strategic capabilities for the city's organisations, practitioners and children and young people (CYP) to embed and sustain this work

Outputs

- Delivery of a six-month Creative Mentor training programme for early career creative practitioners.

Outcomes

- Through this Creative Mentoring programme we will ensure early career creatives have access to a scheme that gives them the tools to become future creative leaders. The programme will ensure Southampton's creative workforce is diverse and supports disadvantaged young people across the city through Culture.

TENDER PROCESS

SCEP strives to be an inclusive partnership where we can all be ourselves. We particularly encourage responses to this opportunity from professionals who are underrepresented in the cultural and education sectors.

To tender for this contract, please supply:

- Why you want to provide services to SCEP and what motivates you to do so.
- A response to the brief, a demonstration of competencies, and a delivery proposal for the Creative Mentoring strand of BLTC.
- Up to date CV of person/persons proposed to carry out the work.
- Budget

- Names and contact details of two referees with knowledge of your work in a similar capacity.
- Details of professional indemnity and public liability insurance.

Deadline: Tenders must be submitted by 29 July 2022, 5pm

Please email your response with subject 'Creative Mentor Tender' to SCEP@soton.ac.uk

Interviews: To be held **w/c 8 August 2022** either in person at a central Southampton venue or via TEAMS, subject to public health regulations at the time.

Consultant Delivery Timeframe for Creative Mentor Programme – for tender planning and availability check, this maybe subject to change (Consultant is not required to attend any Mentor or Mentee interviews)

Advertise for Mentors w/c 15 August - w/c 5 September

Mentor Application Deadline Friday 9 September 2022

Shortlisting for mentors w/c 12 September 2022

Interviewing of Mentors w/c 19 September 2022

Confirm outcomes of interviews for Mentors w/c 26 September 2022

Creative Mentor training and programme begins with monthly meetings (tbc)

31 October 2022 - 21 April 2023 (Break from 16 December - 3 January 2023 and 13 - 17 February 2023, to avoid winter holiday and spring half term)

Celebration event for Mentors and Mentees / Evaluation data collected April 2021 after 21 April.

ACCESS SUPPORT & GENERAL ENQUIRIES

We want to ensure the application process is accessible, and to give everyone the information they need to decide whether they might be suitable. If you require this Brief or any further information in a different format, or have questions before you apply, please get in touch via SCEP@soton.ac.uk

If you have general questions about this opportunity, please email SCEP@soton.ac.uk in the first instance and provide a contact telephone number. Please note that queries may not be answered immediately.

For further information about SCEP visit <https://southamptoncep.org.uk/>

Better Lives Through Culture is supported by



Southampton Cultural Education Partnership (SCEP) is supported by



SCEP is a proud to be a Champion of

