



Stoke-on-Trent and North Staffordshire Cultural Education Partnership (CEP)

Core Team Member – Role Description

Closing Date for Expressions of Interest: Friday 7th August – 12 noon

We are a growing movement of arts, cultural and heritage organisations, educators, individuals, business and communities who collectively work together to ensure ALL children and young people aged 0 to 25 years, have access to high quality arts and cultural opportunities. More and more people are advocating for arts in education, with real recognition that creative thinking is needed for an ever-changing jobs market, environmental challenges, community building, challenging divisions and supporting positive well-being. The group is looking for Core Team members to strategically support the current Chair to lead the CEP in its next stage of development as a strategic group for the locality. See www.stokecep.co.uk and www.artsconnect.co.uk/what-were-doing/local-cultural-education-partnerships/ for further information.

Our Vision

We are working together across Stoke-on-Trent and North Staffordshire to ensure that the opportunity to participate, achieve and succeed in vibrant high-quality arts and cultural education becomes a normal expectation for children and young people aged 0 to 25.

Our Aims

We will work together to achieve the following aims:

- Develop a shared effective communication approach that profiles publicly the universal and targeted strategic arts and cultural offer for children and young people
- Build strong partnerships with the education sector in the local area so that schools and education settings are active participants and drivers in providing opportunities that demonstrate the value of arts and culture to children and young people, parents and carers, local government and the wider community
- Ensure that children's and young people's voices inform the development of arts, culture and heritage across Stoke-on-Trent and North Staffordshire
- Provide high quality resources, advice and guidance around the arts, culture and heritage sectors to ensure access and progression at all ages, to raise aspiration, provide role models, and career opportunities such as work experience/placements, internships, apprenticeships
- Work with existing partners, and develop new partnerships, to ensure progression routes for children and young people into FE, HE, and the creative industries

Role and Responsibilities:

- Support and assist the Chair and Vice Chair, actively contributing at CEP executive team meetings in line with the agreed agenda along with supporting CEP events
- Be an advocate for the CEP, attending other meetings, networks and events as required such as social media opportunities/networking at events/making contacts with sector partners

- Support the Chair and Vice Chair to achieve the CEPs vision, aims and objectives as agreed
- Lead activities/Task and Finish groups, monitoring progress and providing updates to the Chair and Vice Chair on a regular basis as agreed
- Support and actively contribute to a strategic decision-making process
- Support the Chair and Vice Chair by contributing to a 3-year strategic plan for the CEP
- Ensure decision making and communication is open and transparent

Person Specification:

- Have experience of working in the arts*, cultural*, heritage and/or education sector (formal and/or non-formal) business/fundraising/creative/marketing and communication skills
- Be passionate about the role that arts, culture and heritage plays in society
- Be committed to providing high quality opportunities for children and young people (0-25 years) to engage in arts, culture and heritage
- Be independent and objective

**Definition of 'arts and culture' includes a broad range of the arts including (but not limited to) visual art, craft, design, digital, film, technology, music, theatre, dance, creative writing, architecture; and culture in the broadest sense including heritage, archives, libraries, nature and outdoor spaces.*

Time Expectation:

1-3 days per month including attendance of Stoke CEP executive team meetings
The initial period of office will be for three years.

Remuneration:

This is a voluntary role; however reasonable travel costs and expenses will be reimbursed.

How to apply:

If you are interested in the Core Team Member role please e-mail an expression of interest and refer to our values statement (see attached) addressing the skills and support you will bring to the Core Team Member role outlined above (no more than 500 words) for the attention of Nicky Twemlow via the following email address: nicky@stokecep.co.uk by **Friday 7th August at 12 noon.**

Selection will be carried out by the current Chair of the CEP and one existing Stoke Creates board member.

You will be notified by Monday 24th August to start in September in time to join the CEP executive team meeting on Thursday 17th September 3-5pm.