



Opportunity to Tender for the Delivery of Stoke-on-Trent and North Staffordshire Cultural Education Partnership (CEP) Annual Cultural Arts Networking Event and creation of the digital Cultural Directory 2021.

Commission: £1,500 inclusive

Deadline for your proposal: Friday 4th September 2020 (12.00 noon)

Stoke-on-Trent and North Staffordshire CEP produces an annual Cultural Arts Networking event for teachers to meet the arts, cultural and heritage sectors through a marketplace, roundtable discussions and workshops. This is usually attended by 65-85 teachers and contributors including between 32-40 representatives from the arts, cultural and heritage sectors. Due to Covid 19, we would like this annual event to be delivered online through a series of exciting and interactive talks, discussions and artist led CPD sessions.

Three themes to include to three audiences:

For Teachers:

-Showcasing a hands-on digital session of what an artist in action looks like in a classroom related to the theme of '**How arts, cultural and heritage sectors can support wellbeing for children and young people**'.

To be delivered through a range of bookable CPD experiences across digital platforms (such as Zoom and/or 'Hop in' platform).

For Artists:

-A session for artists to gain CPD on '**How to deliver arts, cultural and heritage sessions in a school setting and be playful within a digital platform**'. This will include top tips from teachers and artists (case study/best practice examples).

For CEP Members:

-Opportunity to 'speed date' with teachers and stakeholders about their arts, cultural and heritage offers for 2021. To be delivered through a range of bookable CPD experiences across digital platforms (such as Zoom and/or 'Hop in' platform).

Commission: To plan, deliver and manage a Cultural Arts Networking Event online on Saturday 7th November 2020 within the budget and timeframe. This requires:

- attending and reporting to the CEP Core Executive Group,
- managing the recruitment of arts, cultural and heritage providers for selection by the CEP Core Executive Group,
- co-ordinating, and paying for from the commission, all the design and publicity, including the e-flyer and a collation of the annual Cultural Arts Directory (see previous iterations of the Cultural Directory by following this link- www.stokecep.co.uk/resources)
- liaising with all providers prior and on the event day,
- confirming all the teachers, artists, organisations and CEP member bookings,
- managing the online event on the day including social media,
- circulating and collating, e-surveys of participants and contributors and then completing an Event Report and presenting this to the CEP Core Executive Group

To tender for this commission please forward:

- Your proposal on how you would deliver this commission
- Your Budget, including the daily rate
- Your CV indicating your experience of managing events such as this

Please forward this to: Katie Leonard, Stoke-on-Trent and North Staffordshire CEP Development Co-ordinator: katie@stokecep.co.uk

No later than: **12.00 noon on Friday 4th September 2020**

For further information contact: Katie Leonard – email above.

Further Information about Local Cultural Education Partnerships:

In October 2015, Arts Council England launched the [Cultural Education Challenge](#), which asked the art and cultural sector including Libraries and Music Hubs, educational settings from early years to Higher Education Institutions, Local Authorities and other organisations from the voluntary and private sectors to come together to develop a more joined-up local arts and cultural offer. One of the means for achieving this was a call to create new place based, collaborative partnerships called Local Cultural Education Partnerships (LCEPs).

The focus for these partnerships is on sharing resources, knowledge and skills across sectors to bring about a more coherent and high quality cultural education provision, for children and young people, aged 0-25 years, in their locality.

Arts Connect are supporting the development of a network of 14 LCEPs in the West Midlands. These LCEPs are in various stages of development but each is owned locally and our role is to provide advice and support to help develop their capacity and impact. www.artsconnect.co.uk/what-were-doing/local-cultural-education-partnerships/

Stoke-on-Trent and North Staffordshire Cultural Education Partnership:
www.stokecep.co.uk