



BRADFORD 2025

UK City of Culture

We are looking for Creative People, such as community artists/workers, creative businesses or dedicated hobbyists, who enjoy sharing their creativity with others to join the team as part of *Our Patch* - Bradford 2025's Community Engagement Programme.

You can either:

- apply for one of 10 freelance roles, or
- join a 'talent-pool' of freelancers to deliver short-term projects and one-off events

These roles will be working in the Bradford District: Bradford East, Bradford South, Bradford West, Keighley & Ilkley, Shipley, or across the district.

We will prioritise applications from people who have personal or professional knowledge of Bradford and live within West Yorkshire.

Closing date for applications: 9am, 3 February 2025

You will hear from us by: 7 February 2025

Interviews to be held: 13 - 21 February 2025

This is a fixed term, freelance commission for delivery between March 2025 and March 2026

March to December 2025 – 2 to 3 days per week, over 40 weeks. Fee: £16,000 - £24,000

January to March 2026 – 1 to 2 days per week for 12 weeks. Fee: £2,400 - £4,800

Total Fee (over 13 months): £18,400 - £28,800

Talent Pool freelancers will be offered a daily rate of £200 per day

Background

Bradford 2025 is the fourth UK City of Culture, with the largest geographically distributed programme for the biggest population. Our engagement programme explores themes rooted in the unique heritage and character of Bradford, but that speak to universal topics. We will develop programmes that reach across the district.

In 2025 Bradford District will celebrate, champion and expand culture here for all of us. Culture is what you do for fun: fashion, family, film and food. Our engagement programme will blow the lid off culture with opportunities for creating, making, shaping, performing, dabbling, and doing. Shouting about your passion project or learning about someone else's. It can look like showing-off your skills, your family, your place. It could include learning something new or expanding your brain and your understanding of the world around you.

The creative engagement programme will reveal the magic of Bradford that is held in its people, its ambition, its uniqueness and above all its dazzling potential.

This role

The Creative People posts are key to the success of *Our Patch*, Bradford 2025's exciting programme of socially engaged activity for local communities. Building on an initial scoping phase in 2024, *Our Patch* will foster and celebrate the creativity that can be found in communities across the whole district, enriching and developing that creativity. The Creative People will each work

with a Community Connector to liaise with local groups and grassroots organisations to support and develop people's creativity and link up with other Bradford 2025 activity. They will work in a team with other Creative People, Artists and Practitioners, learning from one another's experience and practice, and working collaboratively.

Reporting to the Engagement Programme Producer, the Creative People will be based at one or more community venues, where they will foster meaningful relationships with local community groups and organisations. The Creative People will co-produce activity, using their practice and expertise to impact positively on skills-building, place-making and wellbeing. The focus will be on process over product and taking an assets-based approach, which enhances and celebrates existing creative talent and the local cultural landscape and environment.

Our Creative Sector and Capacity Development partner, Bradford Producing Hub, will provide a range of training and development opportunities for the *Our Patch* team. The training will respond to the needs of the team and help to ensure they have the knowledge, experience and inspiration needed to deliver brilliant socially engaged practice with our communities. Previous training has included: Trauma Informed Practice, Disability Awareness, LGBTQ and Gender Awareness, Wellbeing and avoiding burn out, Self Employment and more. In addition to the training, quarterly peer to peer days, will bring together the full cohort of Community Connectors and Artists from across the District, to share experience and learning.

Bradford 2025 is proud to invest in the development of the creative sector. All training and Peer to Peer days are provided free of charge and attendance is included in your employed contract hours. Access to training may not be possible for all 'Talent Pool' freelancers.

Key Responsibilities

NB: for artists commissioned from the talent pool, responsibilities will be defined to meet the needs of their specific project and will include some but not all of the below:

- Take creative confidence and expertise into the heart of communities in one (or across all) of the 5 constituency areas
- Allow the creative journey to be led by those communities
- Celebrate outcomes appropriately, and as a natural progression of that process
- Work in partnership with a Community Connector and other Creative People, Artists and Practitioners to identify and respond to the area's specific needs, demographics and existing cultural activity
- Attend and contribute to training sessions and regular meet-ups with the area teams (Community Connectors and other Creative People, Artists and Practitioners from across the district)
- Develop and nurture positive relationships with local people and organisations
- Develop creative ideas with local communities that lead to meaningful activities and encounters that inspire and celebrate creativity in the area
- Produce workshops, activities and events as agreed and to a budget, using sustainable materials safely
- Liaise with the Bradford 2025 Production Team to ensure events are designed to the highest production and sustainability standards, and delivered considering Safeguarding, Health and Safety, Access and Technical requirements
- Ensure that project information (session reports, registers, monitoring, photographs, etc.) is kept up to date and shared with the relevant Community Connector
- Support the development and delivery of Bradford 2025's Community Engagement

Programme

- Be an ambassador for Bradford 2025's programme of activity and events, and collect data, stories and feedback that help the delivery, promotion and evaluation of Bradford 2025
- Follow the Health & Safety, Safeguarding, and GDPR procedures for the project (with training and support from the Bradford 2025 team) to ensure the welfare of community members and workforce is paramount
- Contribute copy and images to social media posts, reports, press releases, etc.
- Liaise with the Bradford 2025 Digital team on digital support and content
- Contribute to evaluation throughout the project
- Attend and contribute to end of project review and sharing events
- Any other duties and responsibilities appropriate to the commission

This role will require an enhanced DBS check and two references.

ESSENTIAL CRITERIA:

You will have:

1. **A proven track record of delivering creative projects in collaboration with communities** – you understand the value of 'making', in and of itself. You can demonstrate your ability to bring people with different backgrounds and interests together in harmony through creativity. You are able to manage people's expectations whilst also stretching their imagination and ambition.
2. **An assets-based approach** to working with communities and the positive impact of creativity on skills-building, place-making and wellbeing.
3. **Expertise in your artform/creative practice** which may be in a non-traditional field (such as gardening, make-up, drystone walling, curation, creative activism, baking, video, etc.)
4. **Experience of working to tight budgets and deadlines** with creative and sustainable approaches to resourcing and problem solving.
5. **A keen interest in learning and developing what you do** through reflecting on and evaluating the impact of your work.

ADDITIONAL ASSETS:

It would be great if you also have:

- Personal and/or professional knowledge of Bradford District
- Experience of putting on public events
- Experience as a mentor or in delivering training
- Experience in a role which included safeguarding responsibilities
- In addition to English, the ability to communicate using one of the 4 other languages most widely spoken in the district (Urdu, Panjabi, Bengali or Polish), or BSL

We expect everyone working for Bradford 2025 to:

- Develop an understanding of Bradford 2025 UK City of Culture, its values, the benefits it brings to the Bradford District and to funders and sponsors.
- Create a positive working environment, underpinned by our values.
- Act as an ambassador for Bradford 2025 UK City of Culture.
- Drive change in our industry through actions and words that advocate inclusion and equality, creating a culture that recognises and celebrates diversity, including having a clear understanding of the social model of disability.

- Be accountable for the safety of yourself and others by working safely, and in accordance with our Health & Safety and Safeguarding Policies.
- Ensure we are collecting and using data from all activities to inform decisions, demonstrate our impact and fulfil our funding conditions in line with GDPR.
- Use sustainable and ethical practices.
- Undertake relevant training and development as required.
- Be open to the opportunities to mentor, train and develop colleagues and participants in Bradford 2025.
- Carry out any other tasks that will be required on an ad hoc or continuing basis, commensurate with the general level of responsibility of your position.

We're committed to ensuring that everyone feels accepted and can be their true selves at Bradford 2025 and we want our team to reflect our district. We believe that diversity in our team is crucial to our success, so we welcome applications from all races, genders, religions, ages, and sexual orientation as well as from people living with disabilities. We are proud to be an equal opportunity workplace, and our ambition is to recruit and retain the best people regardless of background.

If your experience looks different from what we've advertised and you believe that you can bring value to the role, we'd love to hear from you. If you require any adjustments to the recruitment process, please let us know so we can help you to be at your best. This might be as simple as wanting sight of interview questions ahead of time – whatever it is, just ask and we'll see what we can do.

To apply for this role please send a copy of your CV along with a covering letter of no more than two sides of A4 to recruitment@bradford2025.co.uk
You may include up to 3 links to online content that showcases your creative work.

PLEASE INDICATE CLEARLY YOUR AVAILABILITY FOR WORK
ie: 2, 2.5 or 3 days per week for 13 months (or shorter period)
OR talent pool only

We may allocate some of these roles to one of the 5 constituency areas. Please tell us in your covering letter if you have particular knowledge of any of these areas and whether you would want to be allocated to a particular one:

- **Bradford East** – Bowling & Barkerend, Bradford Moor, Bolton & Undercliffe; Eccleshill, Idle & Thackley, Little Horton
- **Bradford South** – Tong, Wibsey, Wyke, Great Horton, Queensbury, Royds
- **Bradford West** – City, Clayton & Fairweather Green, Heaton, Thornton & Allerton, Manningham, Toller
- **Shipley** – Shipley, Bingley, Bingley Rural, Baildon, Wharfedale, Windhill & Wrose
- **Keighley & Ilkley** – Keighley Central, Keighley East, Keighley West, Ilkley, Craven, Worth Valley

PLEASE NOTE: Your covering letter is an important part of your application.

Please read through the **ESSENTIAL CRITERIA** (listed above) and ensure that your letter clearly sets out one or more examples showing how you meet each of the essential criteria. Also tell us if you have any of the **ADDITIONAL ASSETS**.

Interviews will be held between 13 & 21 February 2025 during office hours (Mon-Fri 9:00 – 5:30) please let us know if there are any dates or times you would not be able to attend.