



Big Telly Theatre Company is one of six new Fun Palaces Partner Organisations (2019 – 2024) and we are currently recruiting a part-time Fun Palaces Ambassador to co-ordinate the activity in Northern Ireland. The post will be line managed and supported by Big Telly with direct communication and support from the central Fun Palaces team. Phase 2 of the Fun Palaces Ambassador programme has been made possible through funding from The National Lottery Community Fund. Big Telly has already delivered Fun Palaces in Northern Ireland so is well placed to contribute to this exciting new phase.

Fun Palaces and Big Telly want to encourage a culture where people can be themselves and be valued for their strengths. We are keen to hear from a diverse range of candidates from all backgrounds with different skills and interests. We will always want different perspectives, experience and knowledge impacting on how Fun Palaces grows and develops.

We welcome interest from all sections of all communities and cultural backgrounds, and candidates with disabilities. We will offer an interview to anyone who identifies as having a disability who meets the criteria detailed below.

“(Fun Palaces) change the conception we have of our place in the community. They encourage engagement, cooperation, social sharing and understanding” Farnham Fun Palace, Surrey

Fun Palaces supports volunteers, grassroots communities, new and established organisations and practitioners across the UK (and beyond) to make Fun Palaces - free, local events using arts, craft, science, tech, digital, heritage and sport, as a catalyst to celebrate each unique community and the skills and interests of those who live there. The first weekend of October every year is Fun Palaces weekend of action. More than just a weekend, Fun Palaces is an ongoing campaign for cultural democracy, promoting culture at the heart of communities. Through working together, supporting local partnerships and challenging the status quo, we aim for happier, healthier communities and a fully democratic cultural ecology, where everyone's creativity is equally valued.

Over the last five years, there have been 1367 Fun Palaces across 11 nations made by 32,800 local people, with over 450,000 joining in. In 2018, 85% of those local people (called Makers - the people who make Fun Palaces) involved someone new in their Maker team and 90% are planning on keeping in touch. 56% of Maker teams included people from an ethnic minority and 44% of Maker teams included people with a disability. 20% of Fun Palaces were made in venues situated in the most deprived 10% of UK postcodes.

Please have a look at Fun Palaces new short film in which Makers tell us why making a Fun Palace matters to them <https://vimeo.com/107262132>

And Fun Palaces 2018 evaluation with new stats around inclusion, local community development and intergenerational work. <http://funpalaces.co.uk/wp-content/uploads/2019/03/Fun-Palaces-Evaluation-2018.pdf>

For background about the Ambassadors Programme

<http://funpalaces.co.uk/wp-content/uploads/2019/03/Fun-Palaces-Evaluation-2018.pdf>

Big Telly Theatre Company

Big Telly is NI's longest established professional theatre company. As well its touring productions and site-specific theatre work, the company works with multiple partners to deliver a wide range of creative community and educational projects across Northern Ireland. The company is based in Portstewart and prides itself on its regional identity and reach and aims to continually contribute to and innovate creative culture in Northern Ireland.

For background about Big Telly Theatre Company www.big-telly.com

Fun Palaces Future, 2019 - 2024

Fun Palaces have been awarded a £1.5m grant from The National Lottery Community Fund in support of Phase Two of its Ambassador Programme. This will enable Fun Palaces to continue to support Ambassadors in Cornwall, Sheffield and Scotland and begin new relationships with partner organisations in North Wales, Northern Ireland, Inverness, Rotherham, Gateshead and Devon. This rolling programme is designed to create sustainable roles to support local people to create and lead the cultural and community activities they want to make, while also sharing learning across the other UK partner organisations through quarterly Ambassador action research gatherings.

To apply:

Please submit a current CV, being sure to highlight areas of your experience which you feel are relevant to the post as detailed below. Include at least two professional referees with contact details, indicating whether you are happy that we contact them during the selection process.

Please also include a cover letter, which should outline why you feel that you and your experience would be a good fit for the Fun Palaces Ambassador post, and what you believe you could bring to the role and the wider Fun Palaces aims.

Please also ensure that all your contact details are current.

All applications must be received by 5pm on Thursday 15 August 2019. Applications received after this date will not be accepted.

Email CV & cover letter to linda@big-telly.com

Post to: Big Telly Theatre Company, c/o Flowerfield Arts Centre, 185 Coleraine Rd,
Portstewart, BT55 7HU

Shortlisted candidates will be notified shortly after to attend an interview on **Wednesday 28 August 2019** at Flowerfield Arts Centre, Coleraine Road, Portstewart BT55 7HU



JOB DESCRIPTION

Job Title: Fun Palaces Ambassador
Responsible To: Big Telly General Manager / Fun Palaces Co-director

Main purpose:

To shine a light on the creativity and culture of local people. To identify and develop sustainable and productive partner relationships with communities across Northern Ireland and support the emergence of a self-led network of local cultural leaders. To plan, develop, produce and evaluate a creative, exciting and bold year-round programme to further the objectives of the Fun Palaces campaign.

In partnership with Fun Palaces and the recruitment of this Ambassador, we will support communities to realise change in their locale from the grassroots - raising aspiration and ambition through empowering individuals and supporting partnerships and profiling the value of cultural participation as an essential part of a healthy society.

Responsibilities

- Develop sustainable and productive relationships/partnerships between community partners, stake holders and other relevant networks and initiatives locally, regionally and nationally.
- Identify and develop links with local people, building their skills and confidence to share their creativity and culture.
- Support the development of a self-led network of volunteers/local cultural leaders, to remain active throughout the five years and beyond.

- Run events and workshops to introduce the Fun Palaces campaign and excite potential volunteers to get involved.
- Support volunteers/local cultural leaders to develop activities and events, with a view to remaining sustainable beyond the role. This includes supporting volunteers to create community-led Fun Palaces on the first weekend of October every year.
- Explore opportunities for local press and publicity, to shine a light on local people and places and the work that they are doing.
- Work with Fun Palaces to establish an action plan / framework for NI in response to FP overall objectives.
- Ensure that the diversity of NI communities is represented in accordance with Fun Palace objectives.
- Submit a short report every quarter detailing progress on the agreed action plan / framework.
- Liaise with Big Telly and the Fun Palaces team regarding activity, progress and challenges.
- Attend quarterly Action Research Meetings, to represent Big Telly and the Ambassador work, share learning and remain open to respond to that learning.
- Contribute to the evaluation process by collecting, maintaining and analysing data and statistics and produce relevant reports as required.
- Manage the administration and databases for the project in compliance with Data protection legislation and Big Telly systems.
- Play an active advocacy role for the Fun Palace campaign, in person, online and on social media and link to related issues / campaigns within NI.

General

- Spend an agreed number of days working from Big Telly's offices in Portstewart.
- Participate in all training and development initiatives as required.
- Comply with Big Telly and Fun Palace policies and legal obligations regarding health and safety, environmental health and employment practices.

PERSON SPECIFICATION

Essential

- An enthusiasm for the Fun Palaces campaign and the legacy it will create.
- Previous experience of working in a community setting.
- Committed, self-motivated with the ability to positively overcome potential challenges.
- Inventive, organised and resourceful and an ability to apply this to the potential of this project.
- An excellent team player who is personable, diplomatic and can communicate effectively with people of all ages.
- Excellent knowledge of Northern Irish communities and understanding of the, often complex, barriers to participation and engagement, including the perceptions of contested and neutral spaces.
- Ability to think and plan strategically.
- Experience of developing community led learning or engagement projects with individuals and groups from a wide range of backgrounds and cultures with little or no experience of the arts.
- Excellent social media skills and understanding of the potential reach of social media into communities.
- Ability to use images and succinct copy to maximise social media reach and appeal.

- Excellent written and verbal communication skills (including a good standard of spoken and written English).
- Keen interest in and empathy with creative community engagement.
- Good IT skills, including Office applications, the internet and email.
- Ability to work effectively within busy schedules.
- A clean driving license.
- Access to a vehicle and ability to travel regionally in Northern Ireland.
- Ability to be flexible in working hours and around requirements of both the Fun Palaces campaign and the communities engaged.
- Successful candidate should be able to take up the post within 6 weeks of appointment if not before.

Desirable

- An interest in cultural policy and the opportunity to contribute to current debates.
- Experience of event management and co-ordination.
- Up to date knowledge of digital technologies.

MAIN TERMS AND CONDITIONS

Contract Term: This is a one-year freelance workers contract with potential to extend.

Fee: £14,040 per year for 2 days per week or equivalent (104 days per annum)

Hours: The daily rate reflects an 8-hour day. You will typically work the equivalent of two 8-hour days per week but this will vary. This role will involve initiatives at different times of the year requiring extra hours per week; such as in the run up to and including the Fun Palaces weekend in October.

Holidays: Holiday pay is included in the daily fee (as per the ITC and government regulations used by Big Telly Theatre Company)

Expenses: Travel costs and small expenses are covered separately paid on receipt of an expenses form and receipts. Travel and accommodation costs to and from Fun Palaces quarterly action research meetings are covered by Fun Palaces.

Payments: Payments will be made in arrears at the end of each month on receipt of an invoice.

Location: The ambassador role will be flexible to best suit the progression of the Fun Palaces campaign in NI. It will include some home-based working, office based working from Big Telly in Portstewart, and travelling to meet potential makers, community groups and stakeholders.

For more information about Fun Palaces, please visit <http://funpalaces.co.uk/>

For more information about Big Telly, please visit www.big-telly.com

For general enquiries about the opportunity, contact Fran or Linda 02870 836 473

Please note that all applications must be submitted by 5pm on Thursday 15th August 2019 by email or post. Applications received after that date will not be accepted.

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The Fun Palaces Ambassador Programme is funded by The National Lottery Community Fund

