

Person Specification and How to Apply

CABN Advocate - Public Art & Community Engagement

Scottish Borders: May 2018-March 2020

Deadline for applications: 5pm Monday 7th May 2018

CABN is looking for a new **Advocate for Public Art & Community Engagement** to join a team of [Advocates](#) covering the following sectors/areas of work:

Visual Arts • Craft • Literature • Public Art & Community Engagement • Music • Creative Services • Place Making & Collaborations – incorporating Performing Arts

The Advocate's role will be to work closely with the other 6 CABN advocates, to provide input to and support the CABN programme of events and training, and by building links and networks to raise the profile of and opportunities around Public Art and Community Engagement in the Scottish Borders.

Key to this role is that the Advocate is running their own business and is active within this particular sector, so understands the dynamics, demands, challenges and opportunities within their field. The role and hours are flexible, and the contract is offered on a freelance basis, allowing for the individual to work this role into their own professional life, and to be responsive to opportunities that arise.

The timescales for the post are between May 2018 - March 2020. 12 days are allocated for individual Advocate days within this period, (6 days per annum, @ £175 per day plus expenses). The Advocate's work programme will be jointly developed and agreed between the Advocate and Mary Morrison (Creative Leader, CABN). CABN has recently received 2 year funding from Creative Scotland's Open Project Funding scheme to deliver EVOLVE - a programme of activity and events between now and 2020. This is an exciting time to join the CABN project and influence the EVOLVE programme.

We are looking for someone who is highly motivated, well informed, and is a 'bigger picture thinker'. We are also particularly interested in applicants who have delivered engagement work within the context of health and wellbeing.

Key to the role of the Advocates is that they are highly experienced creative professionals, and can inform, inspire and initiate activities. They have strong networks within their respective fields, and an understanding of the particular challenges and opportunities facing their sectors.

The activity of the CABN Advocates is determined by a 2-way process between the CABN Creative Leader and the Advocates themselves, as their knowledge and understanding of their own sector from grassroots level is vital to the relevance and direction of the CABN project. This has worked well in the past with the current team of Advocates, and means that the project can be clear about wider aims, but also be responsive to current developments, thinking and opportunities.

The role of the Advocate can include:

- Helping to develop and strengthen creative business networks and links
- Using these networks to encourage creative businesses to actively engage in the project by expressing their development needs, sharing their expertise and experience, and working collaboratively with other businesses
- Informing the design and delivery of support and events particular to their sectoral area, as well as working with the other Advocates and the CABN Team on cross disciplinary events
- Providing peer support through 1:1 Advice sessions to a small number of new and established businesses where appropriate
- Working with the CABN Creative Leader to ensure good practice and advise on project developments
- Promoting a clear understanding of the support available from CABN to businesses, and engaging in positive PR
- Undertaking minimal monitoring and evaluation of activities as required in order to measure progress and satisfy funding requirements
- Developing collaborative partnership working - both locally and nationally – as appropriate

Key Attributes

The key attributes we would require in an Advocate are:

- A proven track record of producing work to a high standard within their sector
- A clear understanding of the issues faced by businesses within their sector
- 'Bigger picture' thinkers
- A good awareness of the CABN project, aims and activities
- A good knowledge of the creative sector in the Scottish Borders
- Good networks and links locally and nationally, within their sector
- Evidence of having worked well collaboratively and in partnership with others
- Good communication and social skills
- Good IT Skills

It would also be desirable to have:

- Experience of mentoring or giving peer support to others
- Full driving licence

Remuneration

The Advocate – Public Arts & Community Engagement will receive a fee of £2,100 for the equivalent of 12 days work (@ £175 per day), plus expenses towards approved travel and other outlays in connection with their role. This is offered as a freelance role, with flexible working hours, location and schedule.

Timescale

The timescale for the project is from May 2018-March 2020

Application Process

To apply for the role of Advocate you should submit the following:

1. A completed **Advocate - Public Arts & Community Engagement – Application Form**

Including: Statement of 500-900 words max outlining what you could contribute to the role of the Advocate for Crafts; Contact details of 2 referees.

2. Curriculum Vitae

Please submit a current CV along with this application form

Applications should be submitted by email to: **cabn@liveborders1.org.uk**

or by post to:

CABN : Creative Arts Business Network

Live Borders – Arts & Creativity

St Mary's Mill

Level Crossing Road

Selkirk

TD7 5EW

Deadline for applications is 5pm Monday 7th May 2018

*For support and any questions relating to the application process, please contact Mary Morrison on 01750 726400 or 07789 944993 or e-mail **mmorrison@liveborders1.org.uk***