



Overview of project

The Great Place Scheme

[The Great Place Scheme](#) is a pilot scheme devised by the Heritage Lottery Fund, Arts Council England and Historic England which is designed to put arts, culture and heritage at the heart of successful communities across England. It will fund projects in areas where there is a commitment to embed arts, culture and heritage in local plans and decision-making.

By strengthening the networks between culture, civic and community organisations, and by involving citizens and local businesses, Great Place projects will enhance the role that culture plays in the future of each place participating in the Scheme. In time this will lead to the wide range of social and economic benefits that arts, culture and heritage can achieve.

Pioneering Places: East Kent

East Kent has a rich recent history of culturally-led placemaking that has helped to define the region's sense of place. There are different drivers for development at play across the region, and therefore reflected within this project, including loss of industry and tourism leading to areas of significant deprivation in some areas, and other areas where places have lost their purpose and perceptions need shifting. Each local Council's plan advocates combatting deprivation through social and economic action involving strong urban regeneration programmes. Each has land and buildings whose historic purpose lacks contemporary relevance; whose past has prevented a modern use.

The Creative Foundation in Folkestone submitted a successful bid to the Great Place Scheme to secure funding for Pioneering Places: East Kent. With the [Kent Cultural Transformation Board](#) as a catalyst and key strategic partner, the East Kent partnership of the [Creative Foundation](#) in Folkestone, [Turner Contemporary](#) in Margate and [Canterbury City Council/Marlowe Theatre](#) will pilot new approaches within the Pioneering Places: East Kent project that enable cultural, community and civic organisations to work more closely together, to re-imagine East Kent's future and to help deliver that future in concrete and sustainable ways.

Three project strands in Folkestone, Ramsgate and Canterbury, will be led by the experienced partnership. The project partners will also collaborate with less experienced organisations in Dover to develop a further exemplar approach there, encouraging others to follow and become great placemakers.

A significant central project, managed by the Project Director, will draw together the learning and influence of the four local strands, including research and evaluation of the project's social impact.

The following pages outline the Project Director role profile, person specification and a summary of terms.



ROLE PROFILE

Reports to: Chief Executive of Creative Foundation

Liaison with: Pioneering Places: East Kent Steering Committee & delivery partners

Job purpose: To establish and successfully deliver the Pioneering Places: East Kent central project within the defined brief, resources and timeframe, ensuring that the project makes the case for the value of contemporary art and historical context in placemaking.

Key responsibilities

1. To establish and drive an effective project management model across all project partner activities.
2. To drive success at all levels throughout project partner activities in order to deliver the agreed project goals and objectives.
3. To manage productive stakeholder relationships, including project partners, funders, participants and other interested parties, such that existing and emerging opportunities for collaboration are identified and exploited.
4. To take responsibility for project budget management, reporting and evaluation.
5. To ensure that legacy and long-term evaluation remain at the heart of the project's outcomes.

Specific duties

- a. Work with the project Steering Committee and Delivery Group to develop the project's strategic goals into an effective project delivery plan.
- b. Identify and implement a sustainable financial model to secure the project's success within available resources, including identifying additional resources in conjunction with Creative Foundation and Steering Committee colleagues.
- c. Identify and cultivate a national network of interested parties to promote and advance the project's success, including other Great Place projects.
- d. Maintain an ongoing review of project strengths and weaknesses and seek to put continuous improvements in place in response, and to share lessons learned with policy-makers.
- e. Oversee the development of a long-lasting resource, such as a Massive Open Online Course (MOOC), that will be available during and after the project that allows academics, planners, councils and artists to access the lessons learned from planning, delivering and evaluating the Pioneering Places: East Kent project.
- f. Create an online point of contact and information to keep project stakeholders and interested parties up to date with project progress, achievements and key lessons learned about making the case for contemporary art and historical context as central to sustainable placemaking.
- g. Act as an advocate for Pioneering Places: East Kent at local, regional and national levels.
- h. Source and engage project delivery service providers, including freelance workers, as needed and within available resources.
- i. Adhere to all Creative Foundation employee policies and procedures.
- j. Identify and undertake any other such duties that are necessary to deliver the key responsibilities of the role, as agreed with the role's line manager and within the capacity and capability of the role holder.

PERSON SPECIFICATION

We are looking for a project leader who inspires confidence in his/her direct reports, line manager, colleagues and project partners at all levels and across the lifecycle of this three-year project. We think the following describes the experience, skills and attributes that the successful role holder will need:

Essential

- a. Experience of setting up or taking over a similar project at the very early stages, and carrying the project through to successful completion.
- b. Experience of creating and maintaining positive and productive working relationships with a range of stakeholders, including colleagues, funders, and interested parties drawn from local government as well as public, private and third sector organisations.
- c. Experience of creating and delivering effective project reports for delivery partners and funders.
- d. Experience of commissioning or undertaking high quality academic research in the field of social value, or similar.
- e. Ability to engage with and inspire confidence within arts, academic and local authority settings.
- f. Persistent and consistent project management skills, including flawless budget management.
- g. Influential and adaptable interpersonal and written communication skills, particularly for relationship building and advocacy purposes.
- h. An understanding of the value of, and a commitment to, equality and diversity in theory and in practice.
- i. A passion for connecting diverse and disadvantaged communities to world class art and heritage.
- j. A belief in the power of contemporary art and historical sensitivity in creating spaces that build and sustain strong and inclusive communities.

Desirable

- a. Experience of managing a placemaking project within a comparable location.
- b. Some knowledge of the social and economic context to East Kent's established and developing communities.
- c. An understanding of the contemporary art sector within the UK and Europe.
- d. An understanding of the international context to successful cultural and historic placemaking.
- e. An understanding of local authority planning models.
- f. Existing contacts within a network that could help sustain and deliver the Pioneering Places: East Kent project goals.

SUMMARY OF TERMS

- Employment status:** This is designed as a part-time, fixed term, employed position; consideration will be given to freelance applicants but a strong case would need to be made to justify this as a contract of services rather than a PAYE position.
- Salary:** 0.6 of £40,000 full-time equivalent (£24,000 actual p.a.)
- Term:** 36 months (with project due to end no later than December 2020).
- Working pattern:** 27 hours a week (equivalent to 3 days per week) including occasional evening and weekend events, with working pattern to be confirmed in advance and communicated to all colleagues and stakeholders. As part of our commitment to flexible working, we will consider any reasonable working patterns that allow the role holder to deliver the assigned responsibilities.
- Place of work:** Creative Foundation offices, Folkestone.
- Travel requirements:** It is expected that this role will include regular travel to and attendance at events and meetings throughout East Kent, and occasionally throughout the South East and UK. Travel time may be beyond normal working hours where this is unavoidable. Authorised travel expenses will be reimbursed.

Full terms will be outlined in the Written Statement of Employment.