



Job Title: Tackling the Blues Project Co-ordinator x 2  
Reference: TG2638  
Band: 4R  
Department: Learning, Tate Liverpool  
Hours: Full-time  
Contract: Fixed-term for 24 months from September 2020  
Reporting to: Programme Manager, Children and Young People  
Location: Albert Dock, Liverpool

### About Tate

Tate's vision is to serve as artistically adventurous and culturally inclusive art museums for the UK and the world. We deliver this through activities in our four galleries across the UK (Tate Liverpool, Tate St Ives, Tate Britain and Tate Modern), our digital platforms and collaborations with our national and international partners. At the heart of Tate is our collection of art, which includes British art from the 16th century to the present day, and international modern art from 1900 to the present day.

You can find further information about Tate on our website: [www.tate.org.uk](http://www.tate.org.uk)

Tate Liverpool opened in May 1988, beginning as a bold commitment to redistribute artistic wealth outside London, by bringing a state-of-the-art gallery of international standing to our iconic city. We became, and remain, the most popular modern and contemporary art gallery outside London, welcoming over 650,000 visitors a year, thanks to an ambitious artistic programme that spans acclaimed blockbuster exhibitions such as Keith Haring and Gustav Klimt, to new art from all over the world.

We believe art is for everyone and we want to celebrate art of both past and present.

At Tate Liverpool, we programme art which represents and is relevant to the region, in order to welcome audiences that reflect our city. We champion creative practice and encourage our audiences to be creative themselves. Our Learning programme involves over 60,000 direct participants each year, and we work in collaboration with arts organisations, charities, educational institutions and businesses across the city. With 36% of our audience drawn from the North, we continue to serve our original purpose of democratising art, and intend to increase our impact across society, by showing art that will resonate in our city, and around the world.

### About the project

Tackling the Blues is a primary and secondary school-based programme targeting children and young people who are experiencing, or are at risk of developing, mental health problems. This new programme provides the opportunity to expand our focus on sport and physical activity to an arts strand in collaboration with Tate Liverpool. It also allows us to increase the number of Edge Hill students involved in delivering the programme.

These posts arise from the award of a grant to Edge Hill University from The Office for Students and Research England to expand our children and young people's mental health programme. There has been rapid and considerable growth of collaborations between the Faculty of Education, Department of Sport and Physical Activity, Everton in the Community (the official charity of Everton Football Club), and partners throughout the Liverpool City Region in their work on mental health and social and emotional wellbeing within Education. This has been achieved particularly through the provision of a sports and education-based programme (Tackling the Blues) targeting young people who are experiencing, or are at risk of developing, mental illness as well as the general mental health of pupils, teachers and senior school leaders.

### About the role

The project Coordinators will be based at Tate Liverpool and Edge Hill University (working alongside two Coordinators based at Everton in the Community) to provide the new arts-based strand of Tackling the Blues. The project Coordinators will be involved in the coordination and provision of a range of interactive and engaging arts-based activities for children and young people. You will be involved in the recruitment, training and mentoring of a team of Edge Hill students who will design and deliver activity in schools. These activities aim to tackle experiences young people may have, such as anxiety, depression, low self-esteem and drug dependency.

### Duties and responsibilities

#### **Programme Delivery**

- Responsible for the coordination of the arts-based element of Tackling the Blues, including liaison with and between Tate Liverpool, participating schools and Edge Hill students.
- Contribute to the design and delivery of the arts-based strand of the programme, associated resources and evaluation.
- Support the recruitment and training of recruited Edge Hill students leading the delivery of sessions.
- Support the recruitment and training of volunteers assisting the delivery of arts-based and educational activities.
- Coordinate the activities of Edge Hill University students working on the project.
- Recruit creative practitioners to deliver training and mentoring of students.
- Engage so-called 'at-risk' young people in ways that maximize their participation on the programme, including through your practical delivery of mentoring of pupils in school and educational sessions.
- Willingness and ability to travel to each of the sites at Tate Liverpool, Edge Hill University, Everton in the Community and schools where the programme is being delivered in the Liverpool City Region, including during evenings and occasional weekends.
- Ensure all safeguarding policies implemented across the programme.

#### **Working with Edge Hill University Students in Programme delivery**

- Provide effective support to individual students and groups of students in accordance with Edge Hill University's procedures, referring students to further support services as appropriate;
- Promote the work of the University and participate in the recruitment, selection and induction of students into their roles as Mentors for Tackling the Blues;
- Assist in the co-ordination of students' engagement in all Knowledge Exchange activity, related to the project.

## **Programme Co-ordination**

- Attend all planning meetings at Tate Liverpool, Edge Hill University, Everton in the Community and at schools, as required.
- Liaison with Everton in the Community project co-ordinators.
- Provide regular updates to the Project Leadership Team on progress made, milestones achieved, and delivery of outcomes against the project plan, as directed.
- Planning of sharing events with Edge Hill University, Tate Liverpool and Everton in the Community managers.
- Carry out any other duties associated with the area as directed.

## **Key skills and experience**

- Experience of co-ordinating and delivering arts-based and educational programmes to young people and hard-to-reach groups preferably gained in the arts or cultural sector.
- Understanding of the ways in which to effectively engage young people and hard-to-reach groups in community-based arts programmes and research.
- Excellent organisational skills with the ability to engage with multiple stakeholders and develop strategies for effective partnership working and project management.
- Knowledge of public sector involvement in, and policy for, the delivery of services related to the arts for well-being.
- Knowledge and experience of design, delivery and evaluation of arts and cultural programmes.
- Ability to be pro-active at all times, identifying issues, opportunities and actions as required.
- Ability to work flexibly and respond to changing priorities to ensure programmes are delivered as expected.
- Ability to work independently and as part of a team.
- Excellent communication skills both oral and written.
- Knowledge and understanding of safeguarding practice.
- This role is subject to enhanced DBS check

## **As you will also be working with Edge Hill University it will be necessary to:**

- Adhere to all Edge Hill's policies and procedures, including Equality and Diversity and Health and Safety.
- Respect confidentiality: all confidential information should be kept in confidence and not released to unauthorised persons.
- Undertake appropriate training and development as required.
- Adhere to Edge Hill University's environmental policy and guidelines and undertake tasks in a sustainable manner.

## **Summary of Terms and Conditions of Employment**

### **Type of Contract**

This appointment is offered on a fixed-term contract of 24 months.

### **Working Hours**

This post is offered on a full-time contract working 36 hours per week – Monday to Friday.

## Salary

This post is graded on Band 4R of the Tate pay scales.

An appointment to this post will be made at the minimum of the band at £23,959 per annum.

A review of pay is undertaken annually at Tate through negotiation with the recognised trade unions. Any increases to individual salaries, will be subject to the terms of Tate's annual pay settlement and will be applied from 1 April.

## Annual Leave and Public Holidays

Annual leave is 25 working days per annum.

In addition, we offer paid time off for the 8 paid public holidays and 1 Tate day (on 24 December when the galleries are closed) on a pro rata basis according to the duration of the contract.

## Pension Benefits

An important part of the pay and reward package Tate offers employees is the option to join the Civil Service Pension arrangements. These arrangements currently offer a choice of two types of pension:

- **alpha.** This is a defined benefit occupational pension scheme that currently has a member contribution rate which ranges from 4.6%-8.05% dependent on your salary. As your employer we meet the rest of the cost of the scheme. Further information about this can be found at [www.civilservicepensionscheme.org.uk](http://www.civilservicepensionscheme.org.uk)
- **partnership** pension account. This is a stakeholder pension with a contribution from ourselves. How much we pay is based on your age. We pay this regardless of whether you choose to contribute anything. You do not have to contribute but, if you do, we will also match your contributions up to 3% of your pensionable earnings. The contributions are in addition to the age-related contribution mentioned above.

If you have previously worked for an employer who participated in the Civil Service Pension scheme or other Public Service pension schemes different conditions may apply.

## Other Discretionary Benefits

- Interest-free Season Ticket Loan.
- Cycle to Work scheme – enabling you to buy a bike in a tax efficient way, for travelling to and from work.
- Rental deposit scheme – an interest free advance to help towards the cost of a deposit for privately rented accommodation
- Subsidised staff catering arrangements and discounts in the Tate Restaurants and Cafes.
- Access to Tate Benefits which offers access to discounts in high street stores.
- Access to a 24/7 Employee Assistance Programme to support you with any work, personal or family issues. This includes telephone-based support, as well as comprehensive online resources.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out-of-hours.
- Discounts on items purchased in the Tate shops.

- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.

## Safer Recruitment

Tate is committed to providing a safe environment for all those who work at Tate and all those who come into contact with Tate as visitors to the galleries, as participants in Tate activities, and online. The safe recruitment of all those who undertake work on behalf of Tate is the first step to ensuring that we are fulfilling this commitment.

All positions at Tate are offered subject to the following conditions:

- Receipt of satisfactory references covering the last 5 years of your employment or education.
- Health clearance
- A satisfactory Disclosure Check. Tate operates a Policy for the protection of children and vulnerable adults. Successful applicants will be subject to a satisfactory Enhanced Disclosure and Barring Service check against the barred list for children. For further information please refer to [www.gov.uk/disclosure-barring-service-check/contact-disclosure-and-barring-service](http://www.gov.uk/disclosure-barring-service-check/contact-disclosure-and-barring-service)
- Proof that you are legally entitled to work in the UK

You can find out more information about our pre-employment checks and what they mean for you in our 'Guidance Notes for Applicants' document.

## Diversity and Inclusion

Our aim is to become a truly inclusive organisation with a workforce and audience as diverse as the communities we serve. This is fundamental to Tate's future success and our ability to continue to contribute to culture and society in the UK.

We want our workforce to be more representative of all sections of society at all levels in the organisation. The range of perspectives and experience diversity brings is an asset to our organisation and we want to create an inclusive, welcoming environment for visitors, artists and all those who work at Tate. Tate expects all employees to contribute to this aim as part of their role. More information about diversity and inclusion at Tate can be found on our [website](#).

### How to apply

Our opportunities are open for you to apply online. Please visit: [www.tate.org.uk/about/workingattate/](http://www.tate.org.uk/about/workingattate/) to create an account by registering your details or, if you are an existing user, log into your account. For all opportunities we ask candidates to complete an online application form for the vacancy they are interested in. If you need an application form in an alternative format please call us on 020 7887 4997. Once you have submitted your application you can keep track of its progress by logging into your account.

The closing date for the submission of completed application forms is **Wednesday, 15 July 2020 by 17.00**. Interviews will be held on **Thursday 23 July and Friday 24 July 2020**.

*Our jobs are like our galleries, open to all*

