

# Young People's Associate Role April 2021

Peak are recruiting for two flexible part-time roles this Spring – Communications Associate (2 days per week) and Young People's Associate (3 days per week) – and we're delighted that you are considering the roles.

In this pack you'll find:

- Who we are – background information about Peak, its values and our work
- A summary of the role's employment terms
- Who you are and what you will deliver in the role
- A 'person specification' describing the skills, knowledge experience which will help you make a success of the role
- How to apply
- Frequently asked questions

The closing date for applications for either role is **Tuesday 4 May at 6pm.**

Shortlisted candidates will be interviewed on Wednesday 12 May (Communications) and Friday 14 May (Young People)

We especially encourage applications from people who come from a background that is under-represented in the arts and culture sector, and / or who have not had conventional or formal routes into employment. You do not have to meet all the criteria mentioned in the person specification to apply.

We want to make our recruitment processes as human and warm as possible. If you want to discuss the roles, and your application, please send an email to [info@peak.cymru](mailto:info@peak.cymru) or DM our social media accounts (@peakcymru) to arrange a time to speak to one of our two directors, Justine Wheatley (Executive) or Melissa Appleton (Creative).

Warm wishes / cofion cynnes

Justine Wheatley

Melissa Appleton



# Peak: Creating Positive Change with People and Places in Rural Wales

## Young People's Associate

Peak collaborates with professional artists, young people and communities, responding to the unique qualities of our Welsh rural environment, landscape, culture and language. We strive to achieve social as well as creative outcomes, and to address social, racial and environmental justice in the context of South Wales. We focus resources on collaborating with three groups – professional artists, young people and rural communities.

## Why now? This Moment

2020 has been a time of change for Peak. Whilst we closed our Old School site, Crickhowell due to covid-19 restrictions, we have continued to work online with programmes such as Storm Kitchen Talks and Criw Celf – working with audiences and collaborators both locally and internationally. We've been reimagining our Old School site, making our kitchen and pottery spaces more welcoming and useful. We recently secured a further site at Abergavenny Railway Station to provide studio space and a young people's project space directly on Platform 2.

In June 2020, we published [this statement](#) acknowledging that as an organisation we have failed to be actively anti-racist in our structures, governance and programming and to say that Black Lives Matter. The work of making Peak a more inclusive and equitable organisation is long-term. You can find out more about Peak's work to be an actively anti-racist, and equitable organisation on our website. We still have lots to learn and if you share our determination to make lasting change, we'd love to hear from you.

Our current workforce is predominantly white and degree educated. We want to bring the richness of different experiences, backgrounds and identities into our work and therefore particularly encourage applications from people from underrepresented communities and anyone who feels their voice is not commonly represented in the arts and culture sector and / or in rural communities.

At this time of change for Peak we are creating new part-time Associate Roles. We're using the term 'Associate' to recognise that practitioners will be bringing their wider experience and expertise to the part-time role at Peak and we want to publicly value this. During the next year, we'll be evaluating how to structure Peak equitably for the future and fundraising to ensure we can secure this long-term vision.

The **Young People's Associate** will lead Peak's relationships with rurally based young people, particularly those aged 16 to 25 years, many of whom face complex personal issues. You will support their role at the heart of Peak's creative direction, activities and operations, delivering productive collaborative programmes that nurture

them as creative, confident and resilient individuals. We're keen to work with a practitioner who will be a determined and effective ally to young people, and who understands the additional challenges of living rurally. We do not expect you to have experience

across all aspects of the job description and person specification. Even if you feel you don't tick every box, please apply. We will support your professional development in areas that you are less experienced in, building your confidence and learning new skills.

## How to apply

Closing Date:  
6pm on Tuesday 4 May 2021

Interviews:  
Friday 14 May 2021

To apply, please send the following to [info@peak.cymru](mailto:info@peak.cymru) by 6pm on Tuesday 4 May (if possible, please combine all documents into one PDF or word document).

1. Expression of Interest form
2. Equalities Monitoring Form
3. Your CV (no more than 2 sides of A4)

The EOI form asks you to explain why you want the role, what you bring to the role and how you meet the person specification. We are happy to receive this statement as an audio or video file but it must be no more than 5 minutes in length. If we can support you to make an application in other formats please

get in touch at [info@peak.cymru](mailto:info@peak.cymru). You will find the expression of interest form and equalities monitoring forms [here](#).

All applications will be acknowledged by end of day Wednesday 5th May. We will shortlist 3 candidates for interview, inviting them to prepare and present a task as the basis of our conversation. Interviews will last no more than 60 minutes and will take place Friday 14 May via zoom with Peak's Directors, a trustee and members of sPeak, our young people's panel.

We offer a fee for shortlisted candidates to prepare for the interview and can support access costs (for example contribution to childcare, interpreters and time off work) to enable you to attend. Sadly, we don't have the resources to offer individual feedback to applicants who are not short-listed.

## Summary

**Title:** Young People's Associate

**Purpose of Job:** To develop, deliver and evaluate Peak's young people's programme in collaboration with artists and partners

**Location:** Min 1 day per week at a Peak site when public health allows. The role will involve travel to education settings and remote locations with poor or no public transport service.

**Reports to:** Executive and Creative Directors

**Works with:** Directors, Communications Associate (currently being recruited) and freelance staff including Welsh Language Coordinator and Associate Curator.

**Line Management:** Freelance project staff working within Peak's YP programme

**Terms of Employment:** Fixed term for 12 months, 3 days per week (21 hours).

**Working Pattern:** Working days and pattern can be flexible by prior agreement with colleagues. We plan 3 x 'Peak pauses' during the year, pre-determined weeks when staff work quietly and catch up on reading and research. Some working outside of normal office hours, including weekend work, will be expected.

**Salary Scale:** NJC scale point 23 to 26: £27,741 to £30,451, pro-rata (£16,645 to £18,271 per annum)

**Benefits:** NEST pension scheme; support for training and development

**Holidays:** 20 days plus statutory bank holidays, calculated pro-rata plus Christmas week. Personal holidays are taken at staff's discretion, agreed in advance with colleagues. We strongly encourage regular breaks to support wellbeing and offer time off in lieu to compensate for busy periods.

**Probationary period:** 3 months

**Notice period:** 1 month



Performance Butty, Hinterlands Wales, 2019 with Stefan Caddick. Photo by Vaida Barzdaite

## About you

The **Young People's Associate** will deliver Peak's programme for young people including sustainable development of sPeak, Peak's young people's panel, delivery of Criw Celf South Powys (this includes provision for ages 11 to 15 years) and a digital project targeted at young women. Working as part of our small team, you'll create safe, inclusive, and creative spaces for young people to collaborate with artists online, and in person when public safety allows. We're looking for a practitioner:

- committed to supporting active participation by young people who face marginalisation due to disability, race, geography, class, socio-economic conditions, gender or caring responsibilities
- inspired by the unique of possibilities working in South East Wales and the challenges of rural communities and places particularly in terms of opportunities for young people, creative livelihoods and the climate crisis.
- able to work with curiosity, warmth, integrity and openness to support young people to thrive in our programmes
- able and confident to work

collaboratively with professional artists, designers, makers and writers

- who models professionalism and integrity, with an understanding of the role of safeguarding in creating safe, inclusive spaces for young people
- who shares our ambition for intentional and creative approaches to Welsh Language and multilingualism
- can sustain and nurture existing partnerships with collaborators, community partners (including schools and colleges), funders and external partners and able to create new partnerships particularly with young people's social democracy and climate groups
- who values the essential role of arts and culture in the lives of people and communities, with a strong interest in the visual arts and its intersection with other fields and disciplines.

The YP Associate will play an important role in collaboratively developing programmes with young people both at Abergavenny Railway Station and at the Old School, site in Crickhowell as it reopens. They will lead and advocate for young people in new collaborations with artists and partners, particularly through Pegwn, our Dyfodolau Cymraeg (Welsh language futures) group and with Transport for Wales.

## What you will deliver:

**Creative Leadership** you will contribute to Peak's creative direction, working through the lens of young people, and shaping a programme that enables them to thrive, develop and share leadership at Peak.

**Programme development and delivery** you will deliver the key strands of Peak's young people's programme working collaboratively with young people, artists, partners and your Peak colleagues. The programme will support skills development and enable friendly, accessible opportunities to take part in contemporary art and culture that is responsive to the goals of Wales Wellbeing of Future Generations Act (2015) and meets Peak's artistic aims.

This year's programme includes:

**sPeak**, you'll devise a creative programme for Peak's young people group, scheduling meetings at least 6 times a year, and sensitively manage membership, safeguarding, and recruitment where needed. If resources allow, you'll be developing distinct strands for different age groups

**Criw Celf South Powys** you'll devise a programme for ages 11 to 15 years and for 15 to 19 years, delivered either online or blended with in person workshops

**Tampon Tax** you'll initiate a programme targeted at young women from under-represented backgrounds, supporting them to take part in workshops online or at our spaces in Abergavenny railway station.

**Management and coordination** you'll organise and programme meetings and workshops, recruit and contract artists, risk assess activities, keep records and make sure that all resources are in place, particularly to support access and safeguarding, whether online or in a physical event or workshop. You'll monitor budgets, liaising with Peak's directors and Finance officer. Where appropriate, you'll ensure that activity is documented through photography and film.

**Engagement** you will nurture existing and initiate new relationships with **young people** working closely with Peak's communications associate to reach young people who face barriers to taking part in arts and culture

**Partnership working** you will maintain and develop positive relationships with **artists** that deliver our programme and with **partners** including schools and education settings, and the wide range of other community partners that Peak works with from The Old School and Abergavenny Railway Station

**Evaluation** working with Peak colleagues, you'll design and maintain data collection resources to support evaluation of our work against the outcomes we've set, and to help measure and record the impact of our work. It will include both group and one to one evaluation and writing case studies.

**Advocacy** you will positively advocate on behalf of Peak and sPeak, and all the young people we work with, at events, meetings and across the arts and culture sector.

**Communication of impact** drawing on your experience with young people, and the evaluation you collect, you'll work closely with Peak's Communications Associate to share the work of young people within Peak, its potential and its impact on Peak, on them and their communities

**Professional Development** you will be committed to your own professional development, maintaining professional networks within socially engaged contemporary art practice and culture and connecting with other young people's programmes.

**Governance** you'll contribute to the quarterly Board reports we prepare for Trustees and to any reports we make to our funders; you'll make presentations as required and join our quarterly board meetings.



Ahoi! What Grows Here?, Autumn School 2019 with Owen Griffiths, Ella Gibbs & Sam Makumba  
photo by Vaida Barzdaite

## Person Specification

All Peak staff, whether employed or freelance, should have a commitment to equitable practice and the essential role of arts and culture in the lives of people and communities. We prioritise wellbeing and ask all our staff to work flexibly and supportively to ensure a positive and dynamic work culture.

Peak follows safe recruitment practices for roles that involve working with children, young people and vulnerable adults. Any employment offer for the Young People's Associate role will be subject to completing additional checks including a satisfactory disclosure from the Disclosure and Barring Service (a 'DBS check').

### Skills, knowledge and experience

- have a creative and inclusive vision for Peak's young people's programme rooted in socially engaged artistic practice
- able to create an ambitious, engaging programme for young people, translating artistic concepts into practical delivery whether online or in person
- experience of working with young people, including safeguarding, engagement and risk assessment
- experience of evaluating programmes to measure and share impact
- able to use digital technology and social media to deliver and communicate programmes
- an able and empathetic communicator, with the ability to build trust and to

nurture strong relationships with young people as well as with staff, collaborators and partners

- able to work effectively as a member of a team, often working across different sites and locations
- able to manage and prioritise diverse strands of activity, at pace
- knowledge and experience of the visual arts sector and/or other sectors (including climate work and social justice)
- knowledge, experience and interest in working in the specific context of Wales, and within the context of the Welsh language.
- able to think and act strategically and in the long term.

### Values and behaviours

- committed to equity and challenging injustice
- a commitment to enabling access and participation for young people and rural communities and to putting their voice at the heart of Peak
- prioritising the voices and lived experience of those furthest from power and privilege in Wales
- committed to sustainable development
- open to challenge and able to actively listen
- empathetic and approachable
- a commitment to Welsh language and multilingualism in Wales, this role is open to non-Welsh speakers but a commitment to learning Welsh is valued.

**It's also a bonus if you have...**

- experience of a similar role that has included delivery and evaluation
- knowledge and experience of working with professional artists, writers, makers and designers
- experience of managing and monitoring budgets
- the ability to speak and/or write in Welsh
- knowledge and experience of the particular challenges faced by rurally-based communities – we include valleys-based communities as well as more ‘agricultural’ towns and villages within our region
- access to your own transport. This role involves travel to schools and remote locations, with poor or no public transport links so access to own transport is valued.



Image caption: Festival of Ideas, Skyline, Treherbert 2019 with Owen Griffiths  
photo by Mike Erskine