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**‘Creative Expressions in Libraries’ at Broughton Astley Library**

**Community Tree Project**

Brief for Creative Practitioner

**Commissioning organisation**: Culture Leicestershire, Cultural Participation Team

**Location**: Broughton Astley Library, LE9 6RD

**Submission deadline**: Wednesday 5th November 10am

**We are looking for Creative Practitioners that can co-create collections of artwork to hang on our up-and-coming indoor library tree. Our aim is to engage both existing and new audiences and provide a welcoming experience to our library.**

**Commissioning Organisation**

Culture Leicestershire is Leicestershire County Council’s Libraries, Museums, Heritage, Collections, Learning and Participation Services. We have been awarded National Portfolio Organisation (NPO) status and funding from Arts Council England to support them to deliver the ‘Let’s Create’ strategy. For more information please visit:

[Arts Council National Portfolio Organisation Investment programme](https://www.artscouncil.org.uk/NationalPortfolio23)

[Culture Leicestershire](https://www.cultureleicestershire.co.uk/)

[Leicestershire Libraries](https://www.leicestershire.gov.uk/leisure-and-community/libraries)

Our Libraries NPO strand is called ‘Creative Expression in Libraries’. Our aim is to commission specific creative activities to develop new library audiences and make libraries vibrant cultural hubs in our communities. Broughton Astley Library, alongside three other Leicestershire Library sites, has been identified for the third year of the NPO programme. These libraries will appoint a Creative Practitioner to create new activities for communities, with a focus on Children and Families as a target audience.

**Project Activity / Role of Creative Practitioner**

We are excited to be seeking multiple Creative Practitioners to work at Broughton Astley Library to develop and deliver a workshop/series of workshops that will co-create of sets of artwork with children and young people that will hang like ‘leaves’ on our community tree. We would like the collections to differ in appearance and theme, guided by the community groups, so are seeking multiple practitioners. Some examples could be:

* Shaped fabric hangings with the theme of favourite books, suitable for age 9 and up
* Watercolour pictures with a theme of the local area, suitable for 12 and up
* Clay shapes with a theme of nature, targeted towards pre-school children
* Decorated baubles to celebrate the festive season, aimed at children aged 6 and up and their families

These are examples and not intended as a prescriptive or exhaustive list. We are excited to hear a range of creative suggestions.

The project will entail working with children and their families. The audience will be developed by the Participation Team, in conjunction with the Creative Practitioner, dependent on the activity designed. The groups of children and families developed from existing and new relationships, for example local primary schools, local families, youth groups and sports centres. We would like at least one group to have an intergenerational audience.

**Project Vision and Aims**

* To offer people in Broughton Astley an exciting, meaningful engagement opportunity to get involved in co-creating cultural activities in a way that works for them
* To embed cultural activity and partnership working into the library during the course of the project
* To connect the library both with its current users and with non-users, promoting community cohesion and the library as a welcoming public space for all
* To promote the library as an accessible and culturally vibrant space
* To meet Arts Council England’s ['Let's Create'](https://www.artscouncil.org.uk/lets-create) aims and ambitions

**Creative Practitioner requirements**

* To plan, manage, deliver and facilitate 1-2 workshops with children, young people and their families if required
* To co-design and co-create the collection with participants, producing sets of artwork that will remain at the library to hang on the new library art tree
* We are looking for Creative Practitioners that can be inclusive and engaging, and stimulate creativity
* To provide content for advertising and recruitment purposes such as images for social media posts
* Provide photographic documentation of the progress of the work, using organisational consent forms where required
* Devise and share risk assessments
* Support the collection of evaluation as required by Culture Leicestershire
* Collaborate regularly with Culture Leicestershire staff, including local library staff and local partners
* Manage the budget and provide a comprehensive audit trail

**Skills and Experience**

* Creating and co-creating art within the cultural or education sector
* Communicating and working with children and young people and their families
* Connecting with communities using art as a catalyst
* Working within the Cultural and Heritage sectors
* Planning, delivering and co-creating participatory artwork
* Working with community groups and partners including children and families, and bringing people together through culture
* Offering innovative ideas that provide something new, inspirational, and dynamic
* Good communication skills across a wide range of partners/stakeholders
* DBS clearance or intention to obtain this, if required

**Submission Information**

The artist should enter a submission using the application form linked below, including the following information:

* Any skills or experience (see above requirements) that demonstrates suitability for this project, including photographs or links to any relevant previous work.
* A proposal for 1-2 workshops that delivers on the project activity and output
* Information on artform, theme and intended audience
* Details of how the proposed work can take place within the library space, bringing people together through cultural activity
* A rough idea of session plan/s
* A breakdown of how you would use the budget (please see the application form for more details)
* Details of insurance and liability to deliver the proposed project, or intention to obtain this

Please note that we are aware that you may be very experienced or at the early stages of a career as a Creative Practitioner. Examples could be from professional work or during a course or training programme. We view the ability to identify areas where you may require more support as a positive, so please respond to each bullet point stating if there is any additional support you would require.

If you would prefer to submit your application using a different format, such as video, please use the contact details below; we will be happy to discuss arrangements with you.

**Support**

Community Participation Workers within the Culture Leicestershire team manage the work of Creative Practitioners commissioned by Culture Leicestershire, providing support, direction and advice. They will be your main contact point. They support liaison with relevant people and groups inside and outside of Leicestershire County Council as well as manage the overall project from beginning to end. They will also provide support with payment, evaluation, promotion, partnership work and other aspects of the project.

**Process**

The Creative Expressions in Libraries, Broughton Astley Library working group will review all submissions. The working group is made up of a Community Participation Worker, Library Supervisors, Library Services Assistants, a Librarian and other relevant partners including those from the target audience.

Submissions should be made by submitting the Creative Practitioner Workshop application form, found [here](https://www.cultureleicestershire.co.uk/projects/creative-expressions-in-libraries-broughton-astley-library/) on the Culture Leicestershire website. Due to limits on file sizes please include any images, video, or large files as links, or email separately where this is not possible.

Selected applicants will be invited to have an informal discussion if required.

Unsuccessful applicants will receive feedback and details will be kept on file (with permission) for future projects.

**Timescales**

Deadline for expression of interest: Wednesday 5th November 10am

We are looking to select creative practitioners to deliver workshops between November 2025 and March 2026.

**Budget**

Culture Leicestershire is committed to paying creative practitioners at industry rates in line with the Artist’s Union England.  Further information can be found at [www.artistsunionengland.org.uk/rates-of-pay/](http://www.artistsunionengland.org.uk/rates-of-pay/).

In line with this, our budget per collection is between £250 and £500 dependent on the number of workshops required and the materials used. There is however a level of flexibility for activity that is bespoke, needs additional planning or that requires more than one practitioner.

A strong expression of interest will show a breakdown of costs and clearly demonstrate how the budget will be spent. For example:

Time- this could be a breakdown of price per participatory session including preparation time, delivery of the session and travel and costs associated with pulling community contributions into a coherent output

Output- including the creation of the collection of artwork

Additional costs- these may include your transportation, administration, technical services.

**Terms and conditions**

• To abide by Leicestershire County Council’s data protection and GDPR.

• Leicestershire County Council is committed to ensuring that its services, policies and practices are free from discrimination and prejudice and that they meet the needs of all sections of the community. All provision is expected to be in accordance with this principle.

• As a consultant you agree to grant full copyright license and ownership to Leicestershire County Council to use any final artwork, resource or creative output resulting from the project, in any manner they deem appropriate.

* For all or any aspects of the project to be filmed for the purpose of promotion or training

For informal enquiries, please contact:

Steph Strange, Community Participation Worker

Stephanie.strange@leics.gov.uk

0116 305 8760