

## Curating for Change: D/deaf and disabled people leading in Museums Digital Consultant Brief

Screen South is seeking expressions of interest from Digital consultants, preferably with an understanding of working within a heritage and museum context, to research and produce detailed plans for the development of the digital elements of the project Curating for Change.

### Brief and Person Specification

#### Background:

Screen South is a not for profit Creative Development company operating in the wider creative and cultural community. They deliver and lead innovative projects across screen based media and the wider heritage, cultural and creative industries.

The Accentuate Programme is part of Screen South's portfolio of work. Accentuate is a specialist programme which challenges perceptions of disability by providing life changing opportunities for D/deaf and disabled people to participate and lead within the cultural sector. The Curating for Change project will be part of a series of projects delivered through the Accentuate Programme.

#### The Project:

***Curating for Change: D/deaf and Disabled People Leading within Museums***, will tackle the serious under representation of disabled people working within the museum sector through a curatorial led targeted work placement programme, peer to peer mentoring and sector wide forums. It will nurture a new cohort of 8 D/deaf and disabled Curatorial Fellows at the early stages of their curatorial careers, at the same time we will establish new networks across 18 partner museums and build confidence and skills within existing senior museum staff teams. Curating for Change will also provide 8 shorter Trainee placements for D/deaf and disabled people wanting to begin their journey towards a career working in Museums.

Fellows will develop their curatorial and leadership skills through delivering their own exhibition or major public facing output (e.g event or online collection) and will develop confidence and skills through sharing experiences with other Fellows and visiting all partner museums. Sector wide engagement will also happen through CPD forum events and the development of the Curating for Change Museum Network.

Screen South have recently been awarded £116,400 from National Lottery Heritage Fund to undertake a development phase for the project. Part of this development will include producing a digital engagement strategy for the delivery phase of Curating for Change.

### BRIEF

Screen South is seeking expressions of interest from Digital consultants to research and produce detailed plans for the digital elements of the delivery phase of Curating for Change project. We also would like the consultant to reflect on the digital activities that have taken place during the Covid 19 pandemic, including how best to bring people together via digital platforms as well as ways to engage audiences remotely with

heritage, and embed some of this learning into the longer term strategies of the project. This might include tools such as Zoom, Microsoft Teams or Google Hangout, reflecting on the benefits and drawbacks of these platforms. Also Accentuate has pioneered a partnership with Hastings Contemporary to utilise a telepresence robot double <https://www.hastingscontemporary.org/exhibition/robot-tours/> we would like to explore more ways this tool could potentially be used. The digital consultant will outline plans for how to deliver the main digital outputs for the project including:

**Website Development:** Detailed plans for a project website that will be a hub for sharing the learning from Curating for Change. It will document and promote exhibitions and events, provide a platform for Fellows and Trainees to share their experiences and share resources such as “how to” guides. It should connect to our previous [www.historyof.place](http://www.historyof.place) website.

**Networking Platforms/Tools:** Detailed plans for facilitating networking between people, using an online platform. Ideally this should be a private space and one where people can share learning between organisations.

**Audio Description:** Detailed plans for developing audio description that can be played “live” at exhibitions and displays as well as through the website to bring exhibitions and material to life.

**BSL Film:** Detailed plans for developing BSL film that can be played “live” at exhibitions and displays as well as through the website to bring exhibitions and material to life.

**Digital Interactivity:** online and live. Provide an overview of the opportunities and limitations of interactive creative tech for the project.

**Photographs and Archive Material:** Detailed plans to ensure these outputs can be uploaded and accessed on the website for free.

The digital consultant will use these plans to produce a **Digital Management and Maintenance Plan**, in compliance with National Lottery Heritage Fund guidelines encompassing all of the digital areas outlined above. All plans developed must ensure that the Creative Commons licence is adhered to.

The aim of the digital elements of the project is to ensure that a wider number of people can engage with heritage through increasing access and sharing knowledge and experiences. It is also essential that there is a long term plan to ensure engagement continues after the project ends. All digital plans, therefore, should reflect that all digital outputs are intended to be exemplars in accessibility.

## PERSON SPECIFICATION

### Essential:

- Experience of writing an NLHF Digital Management and Maintenance Plan and understanding of NLHF compliance
- Experience in developing multi-layered interactive online resources that include platforms for online networking and communication.
- Detailed understanding of best practice in digital accessibility
- Experience of working with D/deaf and disabled people

**Desirable:**

- Experience of working with Museums
- Experience of developing digital interpretation tools such as audio description and BSL film.

**Fee and Timescale:**

The total fee for the role is £3,500 inclusive of VAT to cover all costs, including travel. It should be assumed that most meetings will happen via Zoom.

The role will run from July 2020 through to February 2021. There will be ongoing contact with the Head of Accentuate, but the Management and Maintenance Plan will be expected to be ready in Draft by November 2020 with the signed off version completed early February 2021. It is anticipated that the fee will be broken down into the following payments, based upon agreed milestones being reached:

- Signing of contract £1000
- Once draft strategy has been completed £1000
- On completion and sign off of final Management and Maintenance Plan £1,500

Please note the Digital Consultant will be responsible for paying their own tax and national insurance contributions.

A full timetable of work will be developed with the successful applicant and final agreement of a payment schedule will be based upon this. Please note that payment can only be made on submission of an invoice, quoting the Purchase Order Number. Payment will be made by BACS and bank details to enable this should be provided to Screen South.

**Application Process:**

Applicants are required to send a CV with covering letter in which they outline how they would address the brief. Please provide evidence of experience in creating Management and Maintenance plans for digital outputs, methodology and a full costing of your time. Please send a CV and covering letter outlining how you meet the person specification and methodologies for meeting the brief electronically to:

Email: [info@accentuateuk.org](mailto:info@accentuateuk.org)

Tel: 01303 259777

Alternatively you can email to request application materials in other formats.

**Deadline for applications: Monday 6<sup>th</sup> July 2020.**