

WYSING ARTS CENTRE
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WYSING ARTS CENTRE
HEAD OF DEVELOPMENT

Wysing Arts Centre was established in 1989 through a generous act of philanthropy with the aim of establishing an inspirational workplace for artists. 30 years on, Wysing is valued as a national resource that supports artists to make ambitious new work, develop new networks, and reach new audiences. Wysing's thriving cultural campus of ten buildings across an 11acre rural site hosts experimental residencies for UK and international artists and delivers a critically acclaimed public programme of gallery exhibitions and events, including conferences, symposia, workshops and music events.

Through consistently innovative programming, Wysing influences the development of the visual arts in the UK, Europe and, increasingly, the wider world. Operating outside the usual gallery system and urban context, Wysing's unique position enables it to develop programmes that provide opportunities for the exchange of knowledge and ideas and which interrogate the role of art, artists, and arts organisations in contemporary society; acting as a testing ground for ideas that are fed productively back into the mainstream through the organisation's extensive networks and partnerships.

The Head of Development is a new role that has been initiated ahead of Wysing's 30th anniversary, in 2019, and which provides an exciting moment to develop new income generation initiatives. The Head of Development, which alongside the Director and Head of Operations forms Wysing's senior management team, plays a vital role in the future development of Wysing. As the post-holder you will have excellent communication and negotiation skills, have a creative and entrepreneurial approach to income generation, and the ability to write compellingly about Wysing's work. You will have a thorough understanding of Wysing's role within the visual arts locally, nationally and internationally, and able to bring your high-level networks to the organisation.

The deadline for applications is Sunday 4 November 2018.

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THE ROLE

Position: Head of Development

Hours: Full-time

Salary: £36,500 per annum

Contract: Permanent

Reporting to: Director

Key responsibilities:

- In response to Wysing Business Plan, 2018-22, develop and implement a fundraising strategy that plays to Wysing's strengths as cultural campus for artists and the visual arts.
- Lead, co-ordinate and manage all income generation activities across the organisation.
- Identify and implement new ways of increasing income through a range of fundraising initiatives.
- Take responsibility for relationships with Trusts and Foundations including research, cultivation, applications, stewardship and reporting, with the support of the Director where appropriate.
- Work in partnership with the Director and Head of Operations to develop and implement a space hire strategy that generates income through site assets.
- Work in partnership with Trustees and the Director to generate individual giving, including through Wysing's Producers Circle.
- Attend networking/cultivation events and meetings with potential donors.
- Support any capital fundraising campaigns.
- Prepare progress reports and give presentations to the Board of Trustees.
- Working in collaboration with colleagues to develop strategic partnerships for Wysing that create new opportunities for the organisation.
- Realise current, and generate new, alliances and networks locally, nationally and internationally that make better use of resources and reduce costs.
- Ensure fundraising, data and communications are within statutory and voluntary regulations following best practice.

General responsibilities:

- Work closely with colleagues and Trustees to developing Wysing's business planning, including identifying how to raise funds and generate income generation for the organisation alongside maximising resources and assets.
- Make a pro-active contribution to Wysng's Senior Management Team to deliver the Business Plan and agree and manage organisational budgets
- Establish relationships with Trusts and Foundations and work closely with the Director and other staff to submit strategic applications.
- Work with Trustees and others to identify potential donors from their networks and to ensure strong donor stewardship strategies are planned and implemented.
- Seek partnerships and collaborations that both extend the reach of Wysing's work and reduce costs to the organisation, including by identifying co-commissioning and other programme delivery opportunities.
- Represent the organisation locally, nationally and internationally.
- Manage systems and work with other staff to ensure the smooth running of programmes, including setting milestones and ensuring that all funds are processed appropriately, and evaluation reports are submitted as required.
- Monitor and account for relevant budgetary expenditure and income as and when required.

- Undertake any other duties related to the role as requested by the Director.
- The post-holder will be expected to work in accordance with Wysing Arts Centre's Equality and Diversity Policy and within the organisation's Health and Safety Policy.

Essential criteria:

- A track record of at least five years of successful fundraising including writing successful grant applications.
- Ability to combine strategic thinking with attention to detail.
- Excellent written and verbal communication skills and the ability to present information accurately, clearly, and persuasively
- An entrepreneurial approach and the ability to identify new opportunities.
- Ability to network at the highest strategic level, with confidence.
- Ability to plan strategically and to achieve objectives.
- A proven track record in developing and realising partnerships.
- Experience of working with donors and donor stewardship.
- Effective budgetary management and reporting.
- A knowledge of the arts funding environment.
- Organisational and administrative skills including accuracy and attention to detail, prioritising, setting and keeping to deadlines, keeping records and the ability to forward plan
- A broad range of well-established and relevant contacts
- Experience of charity fundraising best practice and legal requirements
- Ability to inspire and establish good working relationships with colleagues.

Desirable criteria:

- Fundraising qualifications and/or evidence of training.
- Experience of capital fundraising.
- Knowledge of digital marketing and fundraising.

"Wysing, a modernist campus which means business... a hotbed of study, a hub of artistic industry, a nationwide resource for art theory and a factory of inspiration" Mark Sheerin, Artdependence Magazine

WYSING'S VISION

To be a progressive and inclusive arts organisation that develops new ways to support artists, and to enable art and ideas to reach a wide range of people in unexpected ways.

WYSING'S MISSION

To enable artists of all backgrounds and ages to thrive, by providing a discursive environment within which they can experiment, make new work, develop new networks and collaborators, and reach new audiences.

WYSING'S VALUES

We believe that art and artists have a vital role to play in society and that opportunities in the arts have not always been fairly shared or accessed by all. Working closely with artists from a diversity of backgrounds and at different points in their careers, we develop programmes that offer time and space for personal development, artistic growth and experimentation, and access to supportive networks. We are committed to establishing national and international partnerships and collaborations that support innovative and experimental art to be created, and for art to be experienced by existing and new audiences.

ORGANISATIONAL OBJECTIVES 2018 – 2022

1. **ARTISTS:** Enable artists of all backgrounds to thrive
 - Develop a range of programmes that support artists and artistic practice
 - Increase the diversity of artists we support
 - Develop local, national and international strategic partnerships and networks
2. **AUDIENCES:** Enable a range of audiences to access contemporary art
 - Deliver high quality public and education programmes
 - Be strategic in targeting audiences for art
 - Work beyond our geographic boundaries
3. **ASSETS:** Enable financial and organisational resilience
 - Develop and sustain new models of self-generated and contributed income
 - Invest in staff development and governance
 - Maximise the potential of our unique site

STRATEGIC OVERVIEW

Through its innovative work, Wysing influences the development of the visual arts sector in the UK, Europe and, increasingly, the wider world. As a respected and well-connected institution operating outside the usual gallery system and urban context, Wysing is uniquely positioned to develop programmes that provide opportunities for the exchange of knowledge and ideas, and which reflect on the role of art, artists, and arts organisations in society; acting as a testing ground for new ideas that are fed productively back into the art mainstream through extensive networks and partnerships.

Integral to Wysing's ethos is the provision of space, support and finance to enable a diversity of artists to progress their ideas. Artists of all backgrounds and at all stages in their lives participate in a range of programmes that are developed in response to their needs. Artists often speak of Wysing as a defining

moment in the development of their practices. In addition, there are specialist programmes for young artists, which include free studio provision, mentoring, workshops and public presentations. Wysing delivers a range of public programmes that provide different entry points for a wide range of interests and abilities to access contemporary art. Public programmes reflect the complexities of contemporary life and have included explorations in race, gender, ecology, societal issues, and alternative educational and learning structures. To develop programme content Wysing draws on the resources of neighbouring Cambridge University as well as its significant artist alumni which includes Turner Prize winners and artists who have been awarded the prestigious Paul Hamlyn Award.

Wysing ensures that the innovative work developed by artists participating in its programmes reaches a wide range of audiences through digital and online initiatives, and through a range of partnerships that enable it to reach audiences regionally, nationally and internationally. Established in 1989, Wysing's large site in rural Cambridgeshire has been significantly developed and encompasses artist studios, a large gallery, a music recording studio, educational and project spaces, onsite accommodation, ceramics facilities, outdoor space with sculpture, and a café.

'Wysing has established a brave and imaginative emphasis on experimentation and critical discussion in which the Wysing community and the broader community, are given every opportunity to participate. They offer the practical support of space, time and resources for artists to engage with the more challenging aspects of their creative activities and to bring these to fruition.' Phyllida Barlow CBE, Artist representing the UK at the Venice Biennial 2017

CURRENT FUNDERS

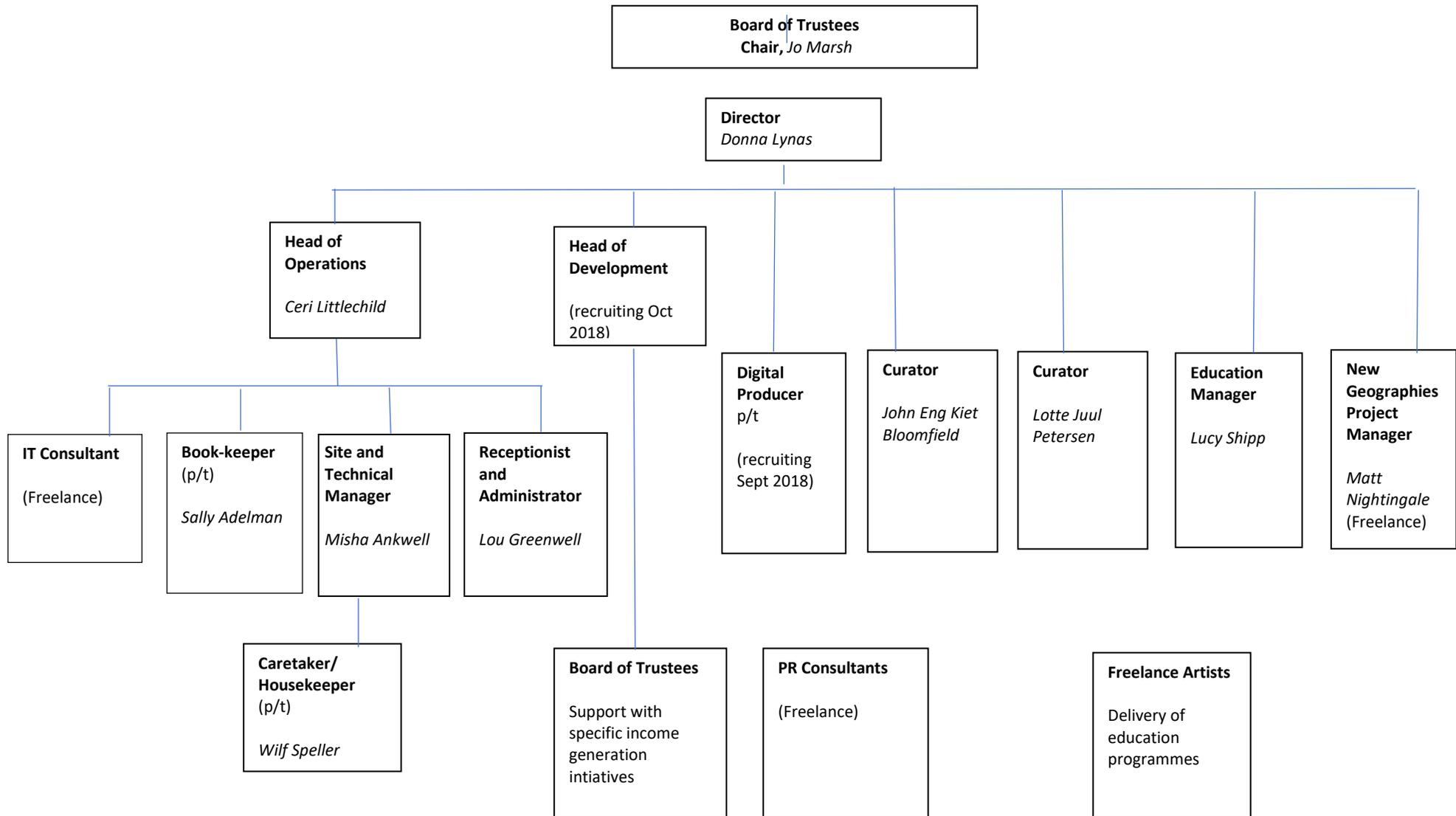
Wysing was one of the few visual arts organisations to receive an uplift in Arts Council England, National Portfolio funding in the last two investment rounds. ACE funding currently accounts for approximately 65% of annual turnover with the remaining 35% raised from other sources including Trusts and Foundations, space hire including from studios, individual giving, and other sources. Current and recent funders include Esmée Fairbairn Foundation, Paul Hamlyn Foundation, Foyle Foundation, Henry Moore Foundation and The Leverhulme Trust.

NEW OPPORTUNITIES

In 2019 Wysing will celebrate 30 years of being a contemporary cultural campus for learning and art production. As part of the 30th anniversary celebrations we will be launching a new individual giving scheme, the Producers Circle, which will be led by the Head of Development with support from Wysing Trustees.

In 2019 we will be launching a new editions programme that will be led by the Head of Development and which will sit within a wider strategy that will see aspects of our site, including the farmhouse and recording studio, generate new income.

WYSING PEOPLE



WYSING STAFF

Donna Lynas, Director

Donna Lynas has been Director of Wysing Arts Centre since 2005 and has developed Wysing's identity as a research centre for the visual arts; introducing experimental artists' residencies and retreats and commissioning and curating ambitious projects including the annual festival of art and music. Donna is Chair of the Contemporary Visual Arts Network in the East and part of the Plus Tate network of Directors. Previously, Donna was Curator at South London Gallery (1999-2005) where she established the gallery's influential performance and off-site programmes and worked with artists including Christian Boltanski, On Kawara, Joelle Tuerlinckx and Keith Tyson on their solo exhibitions, alongside curating a number of group exhibitions. Prior to that, Donna was Curator (1997-99) and Touring Exhibitions Organiser (1995-1997) at Modern Art Oxford.

Ceri Ann Littlechild, Head of Operations

Ceri joined Wysing in July 2018 from Cambridge City Council where she was the Public Art Support Officer since 2016. She has extensive experience in project delivery and event management through her support to the Public Art Panel where she managed major Council commissions, conducted sector research and developed an in-depth evaluation process. Prior to this Ceri was Executive Assistant to the CEO of Cockpit Arts, London. Previously, she was the Mill Road Street Coordinator for Cambridge City Council for three years where she championed and supported the vitality and vibrancy of the area through the creation of a community partnership group and set up a Traders' Association, prepared a business case, financial plan and membership package in order for it to transition to a self-funding organisation. Ceri is also an artist and illustrator specialising in portraiture and figurative work and enjoys teaching, workshops and facilitating arts events.

Head of Development – recruiting October 2018

Lotte Juul Petersen, Artists and Programmes Curator

Lotte has been a Curator at Wysing since 2008. She has a MA in art history and cultural studies from University of Copenhagen and University of Leeds. Before joining Wysing Lotte developed the residency and artistic program at the Factory of Art and Design, Copenhagen, during which time she was also employed as curator at the Fynen Art Academy. Prior to this she was part of the curatorial team at CPH Kunsthall, directed by Jacob Fabricius, and at Malmö Konsthall, Sweden. Lotte recently co-edited an anthology on curating with Sanne Kofod Olsen, Malene Vest Hansen and Malene Ratcliffe, published by the Museum of Contemporary Art, Roskilde.

John Eng Kiet Bloomfield, Curator

John was until recently an editor at Black Dog Publishing alongside which he worked as a freelance curator, developing exhibitions and projects for Arcadia Missa, Flat Time House, MOT International and Tate. John has held positions at the British Film Institute and Rich Mix, London and has also worked as researcher and talks and screenings manager for the artist Isaac Julien. John has an MA in Film Studies from UCL, London and takes a leading role in developing new online and digital curatorial platforms and content for Wysing.

Lucy Shipp, Education Manager

Lucy Shipp joined Wysing in July 2018, having previously worked to develop projects and relationships with schools and young people across the University of Cambridge Museums. In 2016-17 Lucy was part of the Engage Extend Leadership programme. She has been working in museum and gallery education since graduating from University College Falmouth in 2010. She has previously held positions at Watts Gallery – Artists' Village, Tate and the V&A. She is passionate about the positive benefits of accessing and participating in the arts, working to

create opportunities to increase opportunities for access and raise wider awareness of the positive benefits of arts engagement

Misha Ankwel, Site and Technical Manager

Misha Ankwel joined Wysing in March 2018 as Site and Technical Manager. Prior to this, she worked as the Technical Production Manager for Wimbledon College of Art, and as a Technician at Tristan Bates Theatre, Leicester Square Theatre and Museum of Comedy, The Drayton Theatre, and Forest Hill School theatre. Before this she was Crew Leader and Assistant Producer at Amused Moose Productions which included producing work for the Edinburgh Fringe festival. Misha has a BA(Hons) in Theatre Practice from the Royal Central School of Speech and Drama and in her spare time organises events for Roller Derby exhibition teams.

Lou Greenwell, Receptionist & Administrator

Lou joined Wysing in November 2014 and first worked with the organisation as a Wysing Young Artist in 2012. She then completed a Creative Apprenticeship at Wysing 2012–2013, as part of a shared role with the Fitzwilliam Museum, and gained an NVQ in Cultural Heritage. Since 2013 Lou has been part of Cambridge Junction's Event Team alongside assisting with several UCM projects and events. Lou continues to make her own work, as well as being an active member of the Wysing and Kettle's Yard Circuit group.

Wilf Speller, Caretaker/Housekeeper

Wilf is a visual artist and filmmaker who lives and works at Wysing. In his role as Caretaker/Housekeeper, he is the first point of contact for most people staying at our Bourn site. Prior to moving to Wysing, Wilf was Assistant Director at the Villa Lena Foundation in Tuscany where he assisted with the day to day running of the foundation and their international residency programme. Prior to this he worked at Waddington Studios in London as Assistant Studio Manager, was Image Archivist at Gagosian Gallery, London.

BOARD OF TRUSTEES

Jo Marsh, (Chair) - is a consultant who develops brand strategies for organisations in the cultural sector. Jo joined the board in 2015 and became Chair in 2017.

John Bickley - John is a freelance arts consultant and was previously Managing Director of the international choir The Sixteen. Prior to this he was Development Director at Britten Symphonia, and for twenty-five years an Artists' Manager. He joined the Board in 2009.

Catherine Bray - is Editor of Channel 4's Random Acts and is an award-winning producer, writer and broadcaster. Her shorts and feature films have screened at Sundance, SXSW and the BFI London Film Festival, and she has written/broadcast for Variety, Sight & Sound, BBC1 and Radio 4. She joined the board in 2018.

Jenny Brooks - Jenny was one of four founding directors of Wysing in 1989, and then became a member of the Board when the organisation became a charity in 1994.

Terry Brooks - Terry was one of four founding directors of Wysing in 1989. He served as its chair until June 2002.

Michaela Crimmin - Michaela is a co-director of Culture+Conflict. She is also an independent curator and writer and is on the academic staff of the Royal College of Art where she teaches in the School of Humanities. She joined the board in 2013.

Jessica Lack - Jessica is writer and arts journalist writing regularly for the Guardian and other national broadsheets. She was the previews arts editor of The Guide for ten years and now contributes to G2 and the arts and culture section online. She joined the board in 2012.

Rummana Naqvi Ladak is currently Individual Development Manager at Whitechapel Gallery. In 2012 she launched the gallery's young patrons group First Futures and worked on its endowment Future Fund.

Harold Offeh – Harold is an artist whose work encompasses performance, social practice, video and photography. He studied at the University of Brighton and the Royal College of Art, London. He has shown widely both in the UK and abroad and joined the Board in March 2018.

Sarah Wells - Sarah is an experienced Finance Director and was previously Finance Manager at Wysing before moving onto the board. She has a wealth of financial experience including as CEO of The Arches, Glasgow. She joined the board in 2016.

Jack Cornell & Soheila Sohkanvari - Jack and Soheila are Observers to the Board, representing Wysing's studio artists.

RECRUITMENT PROCESS

The deadline for applications is midnight on Sunday 4 November 2018.

Applications should be made online via Submittable, [here](#).

Once you have set up a Submittable account you can return to your application any time up until the deadline which is midnight on Sunday 4 November 2018.

Please include:

1. Details of your previous employment and relevant work experience. List each employer and give a short description of your role alongside dates of employment and reason for leaving.
2. What interests you about the post and working at Wysing Arts Centre? Please use this section to articulate why you want to work at Wysing in this role.
3. Information on how your skills, abilities, and experience match the key points in the job description and person specification.
4. Your contact details.
5. Contact details for two referees.

Wysing's Director, Donna Lynas, is available to have an informal conversation about the position. Please call 01954 718881 or email donna.lynas@wysingartscentre.org