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## WYSING ARTS CENTRE Curator

Recruitment Pack November 2023



Rafał Zajko, *The Producers*, 2023, St Peter's School, Huntingdon. Commissioned by Wysing Arts Centre, supported by the Henry Moore Foundation.

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## **About Wysing Arts Centre**

“Wysing was founded with a utopian vision to create space for artists to live & work. Today it is ... pioneering an experimental approach to artistic practice, learning & curating.” Louise Benson, Elephant Magazine, 2019

Wysing Arts Centre is a progressive organisation in a rural setting that was established in 1989. We enable artists and publics to engage their imagination freely and take creative risks; we believe that everybody has the right to time and space for creativity, away from the distractions of daily life.

The site is ten miles from Cambridge city. It holds 20 subsidised studios, accommodation for up to 80 visiting artists annually, recording and ceramics studios, flexible space to experiment, present and learn, fields, woodland, and several outdoor outworks. Work made at Wysing is seen worldwide. An accessible digital offer increases reach and archives our work; our youth programme empowers future generations.

Wysing invites artists from across the world to stay and reflect on their practice without the pressure of producing new work: time spent without a plan can often be when the best new ideas emerge. We take a proactive, intersectional approach to equity and inclusion, and often support artists who have not been well supported by mainstream gallery and funding systems. Several artists who have spent time at Wysing have gone on to be Turner-prize or Paul Hamlyn Award winners. Some artists go on to be commissioned by Wysing to make artworks, music and performance; many participate in Wysing’s lively events.

Wysing engages people of all ages through artist-led workshops, events, online projects, gatherings and an alternative art school called *The Syllabus*. Our young people’s programme has a focus on reaching people from rural areas. Wysing is currently building a youth council who will have decision-making powers in the organisation.

Environmental sustainability plays an increasingly central role in our organisation, and Wysing is currently engaged in strategic capital fundraising with a focus on green energy, and to improve biodiversity across our rural site.

We are funded principally by Arts Council England through its National Portfolio scheme. Further funds are raised through Trusts, Foundations and via individual giving. Wysing recently received significant support from the Freelands Foundation to grow and deliver *The Syllabus* over the next decade. More can be discovered about Wysing’s programme and history at [wysingartscentre.org/](https://wysingartscentre.org/) and [wysingbroadcasts.art/](https://wysingbroadcasts.art/)



Carol Sorhaindo, *The Golden Crown*, 2023. Commissioned by Wysing Arts Centre with the support of the Art Fund.  
Photo: Lucy Rose Shaftain-Fenner

### **The Role: Overview**

The main responsibility of the Curator is to work with the Director and Programme team to devise and deliver an impactful, relevant, accessible and integrated programme of residencies, commissions, events, artist development opportunities and learning that deliver against Wysing's organisational aims, values, business plan and funder priorities. The Curator also collaborates with the Director and Digital Producer to ensure that Wysing's work, value and impact is communicated effectively to beneficiaries and stakeholders.

The Curator leads on working with and artists and strategic partners, as well as working across the Programme and Operations teams to ensure the smooth delivery of programmes at Wysing's site and offsite. The role is central in increasing the visibility and reach of Wysing's activity.

The role is site based at Wysing Arts Centre.

Wysing is committed to equity. We acknowledge that certain areas of society are not proportionally represented within the arts sector; we are doing what we can to correct this. We are committed to providing equal opportunities for everyone, regardless of their background. We welcome applications from all backgrounds including, but not limited to, those who identify as from marginalised backgrounds based on any protected characteristic including age, racialization, gender identity or sexuality, disability or long-term health condition, pregnancy, maternity or marital status, religion or belief, and class background or class identity.



Wysing Ceramic Studio Open Morning, with Isobel Meredith-Hardy, 2022. Photo: Chloe Page

### **Position: Curator**

**Hours:** Full time, 37.5 hours per week. Some evening and weekend working necessary with hours claimed back under Wysing's TOIL system.

**Location:** Wysing Arts Centre, Fox Road, Bourn, CB23 2TX

**Salary:** £30,000 per year

**Contract:** Permanent, subject to review in the first three months

**Reporting to:** Director

**Line management:** Digital Producer, Assistant Curator

### **Key Responsibilities**

#### **Programme development and delivery:**

- Working with the Director, Deputy Director and programme team to support the effective planning and delivery of Wysing's programmes, on time and to budget.
- Contribute ideas for the programme, ensuring that Wysing is research-active and engaged in new trends in art and sector-leading artist support models for studio holders, artists in residence and programme participants.
- Proactively provide support and development opportunities for artists including studio holders, and culture workers, who are part of Wysing's programme.
- Working with the Digital Producer, support digital and online strategies including Wysing's website and social media outlets, live streaming and online archives such as Youtube and Vimeo.
- Working with the programme team to devise and deliver activity that provides opportunities for new audiences to engage with Wysing's programme.



- Working with the Young People's Programme Coordinator and programme team to ensure an integrated programme.

#### Communication, interpretation and reach:

- Manage the co-ordination and production of accessible, up to date promotional and interpretation material.
- Maintain high standards of professional, accessible communication and delivery for everyone who engages with Wysing.
- Contribute to, and support, Wysing's audience development plan.
- Represent Wysing at key events, network and partner meetings, and deliver talks, tours and other engagement sessions, liaising with press where required.

#### Team working:

- Attend / lead / coordinate regular planning and team meetings.
- Line-manage key staff members and participate actively in review processes.
- Participate actively in professional development opportunities and programme evaluation, internally and for reporting purposes.
- Engage with Wysing's Trustees, prepare reports and deliver presentations as required.

#### Budget and fundraising:

- Forecasting, in conversation with Director and Deputy Director, and day to day oversight of programme budgets, ensuring that projects are realised on time and within budget.
- Working with the Director and fundraiser to identify, submit and report against funding opportunities (trusts, foundations, corporates, individuals).
- Hold an active knowledge of key funder priorities including Arts Council England's Let's Create strategy.

#### Policies, procedures and other tasks:

- Working with Director and Programme Team to ensure that artist and partner contracts and letters of agreement are comprehensive and delivered in a timely fashion.
- Work at weekend and evening events, taking TOIL in accordance with Wysing's policy.
- Proactively ensure that environmental sustainability is embedded across Wysing's programme, that policies are adhered to, and targets are met.
- Work in accordance with Wysing Arts Centre's Health & Safety and Equal Opportunities Policies.
- Carry out other tasks reasonably requested, in accordance with the post holder's skills and qualifications.

## Person Specification

### Essential:

- Excellent communication skills
- Excellent organisational and administrative skills
- Proven ability to manage multiple tasks and priorities
- Good knowledge of current trends in contemporary art
- Knowledge of digital media platforms
- Ability to work and contribute as part of a team
- A thorough understanding for, and empathy with, the aims of Wysing Arts Centre
- Experience of working within the visual arts
- Experience of working with artists
- Willingness to learn and actively improve working methods and practices
- A good level of computer literacy
- Willingness to work evenings and weekends as required
- An understanding and commitment to Health and Safety in the Workplace

### Desirable:

- Experience working in an arts organisation
- Experience in reporting to funders
- Experience of monitoring and evaluation

The post-holder will be expected to work in accordance with Wysing Arts Centre's Equality and Diversity Policy and within the organisational Health and Safety Policy.



Young people working in Wysing's Ceramics Studio and Recording Studio 2021. Photographs: Lucy Shipp



Eve Stainton, *Impact Driver*, 2023. Co-commissioned by Sadler's Wells, Institute for Contemporary Arts, Take Me Somewhere, Wysing Arts Centre and Dansehallerne. Photo: Ann Tetzlaff.

## **Wysing's Vision, Mission, Values and Aims**

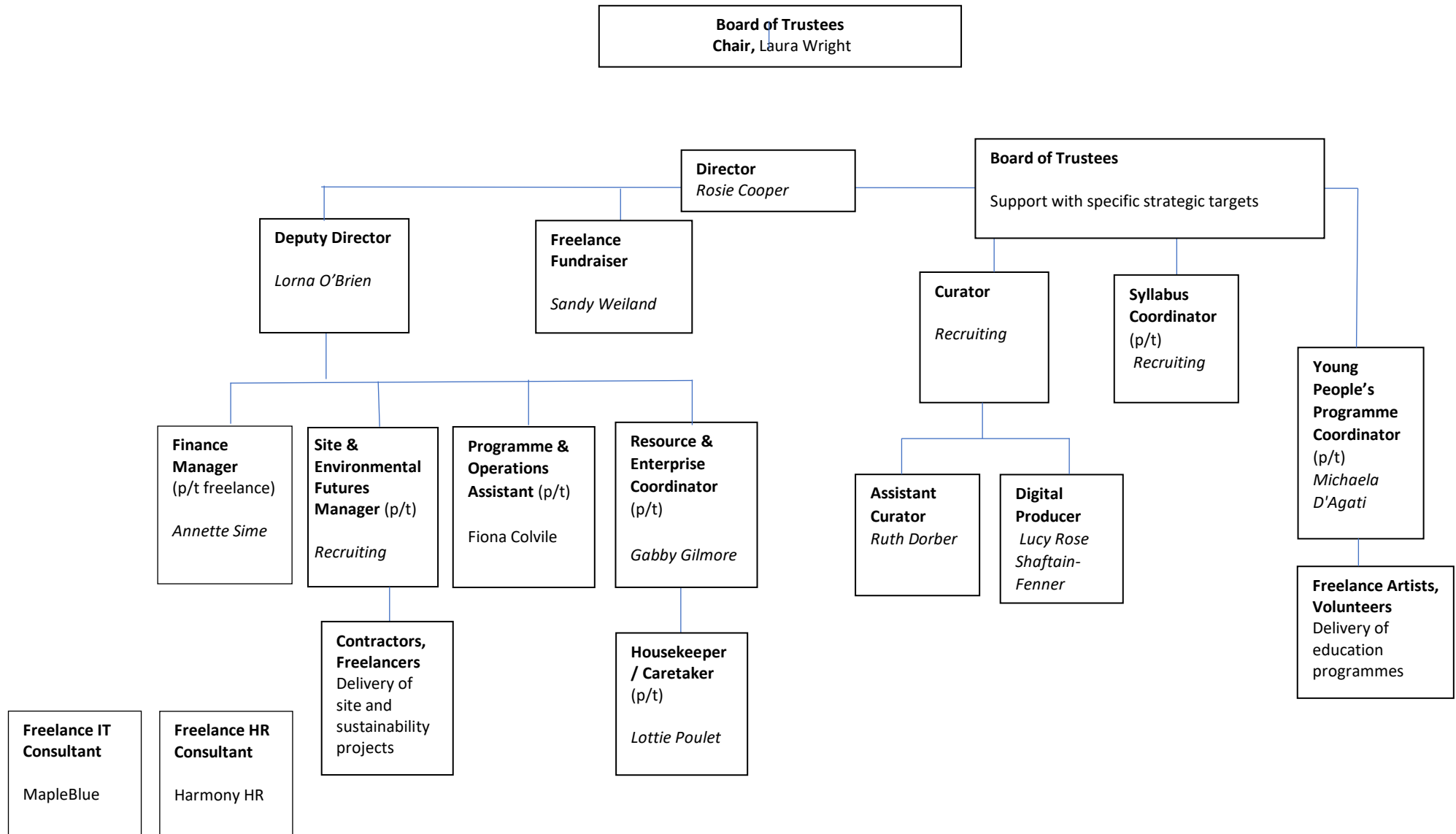
**Vision:** To cultivate the freewheeling imagination.

**Mission:** Wysing believes in the transformative social and personal benefits of art and creativity, and that a more just world can only be achieved if everyone has equal access to the time and space needed to imagine it. Wysing provides accessible opportunities and resources to think and create, outside the habits of daily life. We support artists to develop their talent; we advocate for the immense value they have in the world, and we work to create the conditions necessary for them to have sustainable careers.

### **Values and Aims:**

- **Collaborative:** Work together to build resources.
- **Generous:** Model change, sharing our resources equitably.
- **Agile:** Create and seize opportunity.
- **Attentive:** Listen to what people have to say, and respond effectively.
- **Transparent:** Build trust, and be open about how we work.
- **Ethical:** Avoid causing harm to people and the planet.

## Wysing Organisation Chart





### **Recruitment Process:**

The deadline for applications is 5pm on Friday 12 January 2024.

We use Submittable (an online application portal) for applications. Applications can be made via text, audio or video – please use whichever methods you prefer.

[Access the Submittable portal here.](#)

You will need to create a Submittable account. Once you have set up an account you can return to your application any time up until the deadline. Please allow enough time to approach us with any questions or queries in using the Submittable website. We are not able to accept applications after the deadline.

Applications can also be made in video or audio format if required. If there is another method that you would prefer to use to apply due to your access requirements, please let us know. We want to remove as many barriers to applying as we can.

**In your application, you will need to 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 explain why you want to work at Wysing.**
- 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.**

After we have reviewed applications, we will contact shortlisted applicants to join us for an interview and site visit.

We expect that interviews will be held on Tuesday 23 January 2024.

Wysing reserves the right to amend this recruitment timeline.

Wysing's Director, Rosie Cooper, can be available to have an informal conversation about the position. Please email [rosie.cooper@wysingartscentre.org](mailto:rosie.cooper@wysingartscentre.org)

### **Equity, Diversity and Inclusion:**

As a Disability Confident Leader, we guarantee to interview all disabled applicants who meet the minimum criteria for the vacancy. Please indicate if you identify as disabled in your application so that you can be interviewed if you meet the minimum criteria.

We are committed to providing equal opportunities for everyone regardless of their background. We acknowledge that people from certain backgrounds are under-represented in the arts sector and we're committed to doing what we can to correct this. We are particularly keen to receive applications from those who identify as global majority; d/Deaf or disabled people; people who identify as being LGBTQ+; people who have a mental health condition; and people who identify as working class now or in the past.

We recognise that people have commitments and responsibilities outside of work, therefore Wysing supports flexible working. We are also open to suggestions of job shares.



Tammy Reynolds performing at Club Urania, 2022. Club Urania is a collaboration between Wysing Arts Centre, Cambridge Junction and queer organisers in Cambridge Roeland van der Heiden, Diarmuid Hester and Celia Willoughby.