



their distinctive and complementary skill sets. Creative Practitioners should maintain the mind-set of an external partner, while the teacher makes full use of their expertise and knowledge of pupils' needs and abilities;

- Work with teachers and pupils to develop a feasible project to achieve the agreed project outcomes within the budget and timescale available.

## FEES, SCHEDULE & BUDGET

The enquiry project has an overall budget of £5000 to cover all fees, reasonable expenses and materials. The contract is for 12 Days work at a rate of £300/day. The remaining budget is for reasonable expenses and materials towards the project. A detailed budget breakdown will be agreed with the Creative Practitioner.

The enquiry project will take place between **04 September – 31 November 2024**. The dates are negotiable and will be agreed with the successful candidate(s), considering the school day, availability of teachers and teaching periods. The successful candidate(s) would be expected to feed into the initial outline planning for the enquiry project prior to **04 September**, with the planning form due for submitted to Arts Council of Wales by **01 July 2024**.

### The selected practitioner will be required to:

- Undergo a DBS check and provide proof of Public Liability and Professional Indemnity Insurance cover;
- Have already undertaken an Arts Council of Wales LCS training course for Creative Practitioners.

## HOW TO APPLY

Please submit the following information to [commissions@addocreative.com](mailto:commissions@addocreative.com) by midnight on 05 May 2024:

- Up to 10 digital images and if desired, a 10-min (max) show-reel (N.B. When sending large files (over 4MB), please provide hyperlinks to online files or send via DropBox / WeTransfer);
- An up-to-date CV;
- A brief letter of application (or an audio or video recording) that broadly outlines why you are interested in this opportunity and how your experience and qualities would make you a suitable candidate for this Lead Creative Schools project;
- Two referees that can testify to your suitability to undertake the project.

Creative Practitioner(s) will be selected on the quality and relevance of their past work to the brief. Please note that we do not require proposals at this stage because it is expected that the appointed candidate will develop the project in collaboration with the school, teachers and pupils.

## SELECTION PROCESS

Up to 4 candidates will be shortlisted for interview from the applications received. Interviews will take place online on **28 June 2024**. **Candidates must be available for interview on this date**. Invitations to interview will be sent out by **21 June 2024**.

## FURTHER INFORMATION

If you have any queries regarding this commission, please email Sarah Pace, LCS Creative Agent at [commissions@addocreative.com](mailto:commissions@addocreative.com)

More about Pencoed Comprehensive School here: <https://pencoedcomp.wales>

More about the Lead Creative Schools Scheme here: <https://arts.wales/creative-learning/creative-learning-action/lead-creative-schools>

