

UNLIMITED...

Unlimited International Arts Placement

APPLICANT INFORMATION PACK

This document gives information about an International Professional Development Placement with Unlimited in September 2020, and other dates between November 2019 and October 2020 by agreement.

To apply you will need to apply online at <http://apply.artsadmin.co.uk/> by Monday 14 October 2019 deadline 12 noon GMT. Word and PDF versions of the application form are available for you to work offline.

If you have any questions about this placement or how to apply please contact clara@artsadmin.co.uk or see contact information in section 3.

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1. Purpose of Placement

Unlimited is a programme which funds high quality, extraordinary art by disabled artists, based in the United Kingdom. As part of Unlimited's international remit and commitment to skills development, we are partnering with the British Council to offer a professional placement to a disabled person based outside of the UK who is working, or beginning to work, as an arts producer, arts curator or arts administrator.

The placement aims to promote the next generation of arts leaders ensuring disabled people are trained, supported and advanced as cultural professionals.

This is a unique professional development opportunity, offering a hands-on experience of the delivery of Unlimited as a commissioning and funding programme.

The placement will take place alongside Southbank Centre's Unlimited Festival in London in September 2020, joining the Unlimited team in the delivery of many activities over that period. The placement period will be shaped and adapted to meet the needs of the person selected. This could mean several short trips to the UK January 2020 – October 2020, or one longer trip depending which is most suitable.

This is an opportunity for someone that already works in the arts in their country of residence who will be able to apply the learning from this opportunity to the work they do at home. The placement offers a chance to develop leadership skills. This will be done through shadowing disabled leaders connected to Unlimited, learning from others ('peer learning') and through the experience of working directly on a wide range of aspects relating to the programme delivery.

It is also an opportunity for Unlimited to expand its reach and networks, to learn more about how things work in different countries and to gain a valuable addition to its delivery team during a busy period in 2020.

2. About us

Unlimited

Unlimited offers talented disabled artists funds and mentoring support to develop, produce and show ambitious work. The aim of Unlimited is to embed work by disabled artists within the UK cultural sector, reach new audiences and shift perceptions of disabled people.

The programme is delivered by Shape and Artsadmin, two organisations based in London. It is supported using public funding by the National Lottery through Arts Council England, Arts Council of Wales, Creative Scotland and Spirit of 2012 and with a range of partners including British Council.

www.weareunlimited.org.uk

Shape Arts

Shape is a disability-led arts organisation working to improve access to culture for disabled people. Founded in 1976, Shape develops opportunities for disabled artists, trains cultural

institutions to be more inclusive, and runs participatory arts and development programmes.
www.shapearts.org.uk

Artsadmin

Artsadmin works with artists to produce visual, performance and interdisciplinary art in theatres, galleries and outdoors, in the UK and internationally. Founded in 1979, it continues to nurture the experimental and offers support for artists looking to challenge our perceptions of the world. www.artsadmin.co.uk

British Council

The British Council is the UK's international organisation for cultural relations and educational opportunities. It works with over 100 countries in the fields of arts and culture, English language, education and civil society.

Arts is a cornerstone of the British Council's mission to create a friendly knowledge and understanding between the people of the UK and the wider world. It supports new relationships between artists, organisations and audiences to develop stronger creative sectors around the world. Its work in disability arts is a priority for the British Council and spans 46 countries – supporting disabled creative practitioners to internationalise their careers and creating a legacy of positive policy-change and accessible venues.

www.britishcouncil.org/arts

3. Application Process

To apply, please complete an online application form: <http://apply.artsadmin.co.uk/>

If, for access reasons, you would like to submit by post, fax or email, please submit:

- Completed application form
- Up to date Curriculum Vitae (CV)

Email: clara@artsadmin.co.uk

Post:

Clara Giraud
Unlimited
Artsadmin
Toynbee Studios
28 Commercial Street
London E1 6AB
United Kingdom

Telephone: +44 (0) 20 7247 5102

Fax: +44 (0) 20 7247 5103

If you would prefer to apply in an alternative format, then please let us know in advance using the contact information above.

Deadline for applications: Monday 14 October 2017 at 12 noon GMT.

We will hold online video call interviews with shortlisted candidates in November, using appear.in (a web browser tool that requires no account). Please let us know if online video call is not a suitable method of communication for you and we will discuss alternatives.

4. What we are looking for

Applicant Criteria:

- Applicants must be able to communicate effectively in written and/or spoken English or British Sign Language.
- A minimum of 3 years of experience in the arts (this can include unpaid work and/or education)
- Self identifies as a disabled person (see details below)
- Can travel to the UK a maximum of two times: this may be for time in March-May 2020, and will be for around 3 weeks in September 2020. The total amount of time in the UK could be up to 6 weeks, depending on the focus of the placement and person involved.

Essential Skills and Experience:

- Experience of working in arts/project management
- Commitment to, passion for and understanding of the cultural sector
- Ability to manage multiple priorities
- Good standard of organisation
- Ability to work independently and in a team
- Good communication skills
- Good computer skills, particularly using Word and Excel
- Commitment to equal opportunities, particularly on disability issues

Desired Skills and Experience:

- Interest in/knowledge of the work of Shape Arts, Artsadmin, or Unlimited
- Knowledge of Mac computing
- Experience of using social media
- An established network in the arts sector of their country of residence

5. Timescale for Placement

The overall placement will be a minimum of 6 weeks long, and up to 8 weeks. This can include both time in the UK and time working remotely from the placement's country of residence.

Candidates must be available to travel to the UK and have capacity to take on a full time placement with Unlimited of a minimum of 3 weeks, including September 2020.

Unlimited wishes to shape the placement to the needs of the person we select. We will take into account the person's interests, professional commitments, expertise and needs. For these reasons, we ask candidates to tell us in their proposal how they would best like their

placement schedule to work: dates they would prefer to travel to the UK and how they might work with Unlimited remotely before/after their visit in question 8 of the application form.

Key dates for consideration:

- 3 December 2019: Placement announced
- November 2019 -January 2020: Placement induction (online), and visa applications (if relevant)
- March-May 2020: Possible placement visit to London for induction and introductions
- 9-13 September 2020: Southbank Centre's Unlimited Festival, London
- 18 September 2020: Festivals & commissions debrief and evaluation

6. Financial details

This opportunity is supported by a grant to make the opportunity as accessible as possible, acknowledging expenses which would occur for the individual in undertaking an 8 week placement.

A grant award of up to £3500 GBP will be awarded to the successful candidate. If the individual is freelance, they will receive the money directly, if they are employed, their employer will be reimbursed to the sum of up to £3500 GBP if staying on salary.

All related costs (travel to the UK, visa applications, accommodation, and minimum daily expenses in the UK) and any access costs will also be covered.

7. Note on Disability

Unlimited is committed to increasing diversity within the Cultural Sector and supporting disabled people into employment in the arts. Due to the lack of disabled people working in arts production, this role is only open to disabled applicants. This is as permitted by the UK's Equality Act 2010.

This is a placement for a disabled person that is supported in partnership with British Council.

Unlimited uses a definition of disability based on the **Social Model** of Disability. This focuses on the disabling barriers imposed by society, embraces all physical, sensory and invisible impairments, learning disability, mental health and fatigue conditions. This definition also includes deaf people. <https://www.shapearts.org.uk/News/social-model-of-disability>

Because we recognise that people's perspectives and experience of disability are very wide ranging, we have a broad and inclusive approach to what disability means.

Some people will meet with access barriers on a daily basis; others may have a mental or physical impairment or health condition which is invisible to others or which they prefer to keep to themselves; some people may not even have considered themselves to be a

disabled person until something happens to make them reflect on the issue. We will not focus on your disability, we will focus on your access needs – what you need to do this role well.

8. General Activities

The placement will be altered to fit in with the selected person's proposal, it will be designed to meet their interests and skills.

It might include:

- Shadowing key staff at Unlimited
- Liaising with disabled artists, venues, and production teams before, during and after the Unlimited Festivals
- Providing assistance to the Unlimited team on-the-ground and in the office
- Assisting in the publicity, promotion and marketing of all areas related to Unlimited, including information about commissions on tour
- Advocating for disabled artists and helping develop an interest in their projects
- Assessing and offering feedback to disabled artists on their work
- Coordinating showcases and documentation of Unlimited artists work
- Representing Unlimited at talks and events relating to contemporary performance and art practice
- Researching opportunities & information
- Occasional basic book keeping, budgeting and management of petty cash

9. Find out more about working with Unlimited

Previous International Trainees have shared their experiences of working with Unlimited through blogs and videos:

- [Nolan Stevens](#)
- [Sandie Yi](#)
- [Fred Batale](#)
- [Sokny Onn](#)