



Artwork Commission – about OOT

The Out of Town Museum is a project, funded by the National Lottery Heritage Fund, that celebrates the rural heritage of Upper Coquetdale. The project is collecting local memories, voices, artefacts, and photographs to preserve these in perpetuity and to celebrate them as unique features of our local heritage. The Out of Town museum focus on the heritage of getting 'oot and about' with particular interest in the journeys, routes and the stories they tell.

The project has a particular focus on the heritage within living memory, with historical research placing this in the context of more than 5,000 years of communities travelling around the area. Museum and community-based volunteers are building a new archive of rural heritage and the project will culminate in an exhibition planned for autumn 2022, that will showcase the heritage and dialect of this unique rural area.

The successful candidate will produce an application which demonstrates community participation and provide an outline of how the local community will be able to contribute both to the design and production of the final work. We will require content, throughout the project, to feed into our social media posts.

The finished work will be displayed within Upper Coquetdale in a travelling exhibition and as part of two major exhibitions in the autumn 2022, at Bailiffgate Museum & Gallery in Alnwick and later at the Sill in the Northumberland National Park.

We are also, at this time, appointing a Music Consultant to work on a music commission with the local community of Upper Coquetdale. While this represents a separate consultancy, we would be interested to hear of any links you think it might be useful to create.

Minimum requirements

- Experience of working with cultural heritage and in community settings
- Experience and understanding of working in collaboration and a commitment to community engagement whilst complying with Covid-19 guidelines and social distancing practices
- Knowledge and understanding of the culture and heritage of Upper Coquetdale
- High proficiency as a writer, artist, craft-person, photographer etc
- To provide own equipment and/or budget accordingly for materials or equipment needed as part of the activity
- Knowledge and experience of digital media
- To work in a fully inclusive and accessible manner
- Valid public liability insurance of at least £10 million
- To comply with risk assessment and monitoring procedures for the project

Application via

- CV
- Covering letter which addresses the following:
 - How will your consultancy meet the aims of the OOT Museum Project?
 - How do you intend to involve the local communities in this piece of work? How many people will you plan to work with?
 - Given ongoing Covid-19 restrictions, what activities are planned?

- What experience do you have in delivering this sort of project. Please provide examples and appropriate images/links
- Please provide a timeline
- What will be the final outcome?
- What will it cost? Include project management costs and costs related to the artwork.

Contract Specification

Responsible to:	OOT Project Manager You can also find out more about the project at www.ootmuseum.co.uk .
Scope:	<p>The programme of activity will need to be completed by March 2022 in order for us to use the material in our final exhibition in autumn 2022. The programme of activity, with milestones, will be confirmed asap after appointment.</p> <p>We will need the successful appointee to work flexibly including, potentially, working at weekends or evenings.</p> <p>The output / s from the project will become property of Bailiffgate Museum & Gallery and will be used in the Out of Town Museum project in the first instance but may become part of a temporary or permanent exhibition for the museum. Any physical creations will be taken into the Bailiffgate Museum & Gallery collection.</p> <p>The appointment will be made to an organisation or as a freelance contract, the organisation/practitioner having the status of a self-employed person responsible for all tax liabilities and National Insurance or similar contributions.</p>
Rate:	<p>The maximum budget for the arts commission is £5,000 exclusive of VAT. The fee will include project management costs.</p> <p>Please note - some costs will be met by us. For example, room hire, travel costs. This will be discussed at interview.</p>
Start/end date:	<p>Start – May/June 2021 Completed - March 2022</p>