

Curious Tots – Lead Artist Facilitator

Richmond Arts Service and Orleans House Gallery is seeking a freelance creative with experience in working with early years children and their adults to develop and facilitate Curious Tots, our creative and sensory workshop programme for babies and toddlers.

Artist Brief

Curious Tots is our ongoing artist-led workshop series designed for babies, pre-walking, and just-toddling children (roughly from birth – 18 months) and their parents/guardians. Sessions should be creative and combine storytelling, sensory play, music, art, and gentle interaction. These workshops aim to help early years explore EYFS skills to create the foundations for play, communication, and regulation, as well as nurture curiosity and creativity.

We are looking to engage an artist practitioner to become our Artist-in-Residence on the programme from April 2023 – August 2024. The artist will lead on planning and facilitation of the workshops and work with us to test new ideas and approaches. We are particularly keen to work with an artist who has an interest in developing their artistic practice and projects for early years audiences, encouraging play, exploration, and curiosity.

Each year, Curious Tots explores one of our programme themes, offering the opportunity to support artists’ own research within these areas as an early years artist practitioner. Between April – July 2023, we are exploring our Play and Imagination theme, responding to the question “how does play and imagination have an impact on everyday life”. From September 2023 – August 2024, the workshops will respond to our Cultural Reforesting programme, asking the question "how do we renew our relationship with nature”.

Sessions take place Tuesday mornings every fortnight at 10:15am - 11:00 & 11:30 - 12:15pm at Orleans House Gallery. All sessions are held at Orleans House Gallery. Sessions are ticketed with a maximum capacity of 12 families per session and audiences are expected to book before attending.

Curious Tots aims to:

- Provide a safe and creative space to encourage interaction and guided play between toddling / pre-walking children and their adults relaxed, informal gallery setting
- Nurture curiosity and creativity and support early years skills development in social interaction and communication
- Support skills development in communication, coordination and social interaction
- Be relaxed, informal and welcoming to new attendees
- Invite audiences to engage with the lead facilitators own artistic practice
- Take thematic inspiration from the ideas Play and Imagination and Cultural Reforesting and explore how this impacts early years development and/or everyday life.
- Produce research and evaluation at the end of the year in relation to the programme themes
- Introduce early years audiences to Orleans House Gallery and art gallery spaces
- Support the [Early Years Foundation Stage \(EYFS\)](#) framework

Artist responsibilities include:

- Plan, prepare and deliver all Curious Tots sessions, working with the Arts Officer
- Provide a project delivery plan to the Arts Officer in advance of the beginning of the project
- Attend at least two planning and evaluation meetings throughout the year with the Arts Officer (Projects and Commissioning) and Programmer (Learning and Engagement)
- Work with the Programmer (Learning and Engagement) at the end of the programme to share learning from the year

- Set-up and pack down the workshop space each session
- Manage necessary materials for the sessions (additional fee for materials is included)
- Adhere to all Richmond Arts Service Safeguarding and Health and Safety policies procedures

About You

This opportunity would suit an artist with experience in facilitating creative sessions for early years or young audiences, or other socially engaged participatory practices. We are open to proposals from artists of any form, including storytellers, musicians, performing artists, visual artists, or other multi-disciplinary artists.

You will have:

- Have demonstrable skill and expertise in one or more of the following art forms: storytelling, music, singing, visual arts, or dance
- Demonstrable facilitation skills including being able to plan sessions in advance and adapt to changing circumstances
- An interest in how play and creativity supports early years development
- Confidence or experience in developing workshops that share your own artistic practice with audiences
- Experience of working creatively and responsively with early years audiences and their adults
- Experience or interest in making sessions as inclusive and accessible as possible
- The ability to work in a collaborative manner with all members of staff and volunteers at Orleans House Gallery

The successful applicant will be required to hold or be willing to carry out an Enhanced DBS (Disclosure and Barring Service check) through Richmond Borough Council, as well as adhere to all Safeguarding and Health and Safety policies and procedures.

We are keen to work with artists from a variety of backgrounds with different skills, stories, and experiences. We actively seek applications from our diverse communities including Global Majority, Deaf, disabled, neurodivergent, LGBTQ+, to represent the diverse lived experiences in our projects.

Fee

There is a fee available of £4,725 for delivery and planning of the 27 sessions across the programme year (£175 per session including individual session planning). This is an inclusive fee covering all expenses other than materials.

There is an additional £525 budget for attending 3 additional planning and evaluation meetings (dates TBC).

There is a materials budget of £300 allocated for the project to be managed collaboratively with the Arts Officer and the selected artist.

Artists are responsible for their own tax and National Insurance.

Application process

Deadline for applications is 9am Monday 20 February 2023.

Applications can be submitted in writing, by voice-recording or video and should include the following:

- Contact details

- A short statement (no longer than 500 words if written or 2 minutes if recorded) outlining your interest in Curious Tots and what you would hope to create in response to the programme brief
- A link to your website, relevant social media platforms and/or a copy of your CV (max 2 pages) which demonstrates previous examples of relevant experiences
- The names and contact details of two referees. They will not be contacted before asking your permission.

Please send applications to: zoe.wright@richmondandwandsworth.gov.uk

Please do not send Dropbox, Google Folders, or WeTransfer links. If you need to transfer any larger files (such as a video file) please get in touch first.

We encourage artists to answer our Equal Opportunities Monitoring form [here](#) when completing their application. The form is anonymous.

We are committed to making application processes as accessible as possible. If we can provide you information in a different format or you have any questions regarding this opportunity, please contact: zoe.wright@richmondandwandsworth.gov.uk

Selection Process

We will be shortlisting artists on the following criteria:

- How you meet the criteria for the role using the information provided in the “About You” section.
- How closely your response to the brief aligns with our vision and aims of Curious Tots and of Richmond Arts Service

We will invite a selection of applicants to have an informal interview via Microsoft Teams with the Orleans House Gallery Team prior to making a decision. These conversations will be scheduled for w/c 27 February 2023. They are intended as a way for both parties to meet one another and ask questions. You will not be required to prepare anything in advance.

Key Dates

- Applications open: Monday 30 January 2023
- Deadline for Applications: Monday 20 February 2023, 9am
- Interviews: w/c 27 February 2023
- Notification of Outcome: w/c 6 March 2023
- Initial Planning Meeting/site visit: w/c 13 March 2023
- Session plan submitted for sign off: w/c 27 March 2023
- Delivery dates:
 - Summer 2023: Tuesday’s 18 April / 2, 15, 30 May, 13, 27 June / 11, 25 July
 - Autumn 2023: Tuesday’s 5, 19 Sept / 3, 17, 31 October / 14, 28 Nov / 12 Dec
 - Spring 2024: Tuesday’s 6, 20 Feb / 5, 19 March
 - Summer 2024: Tuesday’s 23 April / 7, 21 May / 4, 18 June / 2, 16 July
 - Please note that there are 27 sessions scheduled between April 2023 and July 2024.
- Evaluation and final wash up meeting: July 2024 TBC

About us

Orleans House Gallery is a free contemporary art gallery set in almost wild woods and gardens in Twickenham. It is managed by Richmond Arts Service which is part of the London Borough of Richmond Upon Thames. You can find out more about us here: [Orleans House Gallery](#). We deliver a varied creative engagement programme which includes [Let’s Get Creative](#) and other

free family activities, our [primary schools programme](#), and our [early years programme](#) for 0-5s, all of which encourage play, exploration and curiosity. All of our programmes are delivered by artists and encourage play, exploration and curiosity. Orleans House Gallery is committed to being family friendly and is signed up to the [Kids in Museums](#) manifesto.

The Richmond Arts Service vision has the following values, and we are particularly interested in working with artists that interrogate or support this direction:

Collaborative – we work with people in innovative and inspiring ways, we invite artists, communities and individuals to create the public programme with us and help develop the arts service.

Socially engaged – we respond to the needs and wishes of local people, widen participation in the arts and connect people from different backgrounds, enabling them to have a say over issues that affect them, and promoting opportunity particularly for underrepresented groups.

Experimental – through the arts we test new ideas and approaches and share our learning to support the work of the borough. This might involve being playful, adventurous and taking risks.

Enterprising – we will always be open to new ways of working, sustain and develop productive partnerships and seek to find ways to make our work financially sustainable and develop inward investment for the arts