

**Open Call - Consultant Brief  
Equality, Diversity & Inclusion  
January - March 2021**

**Deadline: 9am Monday 14 December 2020**

**Overview**

Abandon Normal Devices (AND) is seeking an Equality, Diversity & Inclusion consultant with a specialism in organisational change to support the organisation at an exciting time of future planning. The staff and board wish to collectively revisit the organisation's core values as part of future business planning in light of the covid-19 pandemic and Black Lives Matter events in 2020.

**Background**

AND is a nomadic commissioner and born-digital producer that commissions ground-breaking projects and festivals that challenge conventional modes of participation, through an extensive programme of art, new cinema and digital culture. Adventure and experimentation are central to our ethos and this is defined by providing artists, curators and producers with the opportunity to think, and work, outside of the box; encouraging new art forms and new ideas.

The seismic events of the past 8 months, the global covid-19 pandemic and Black Lives Matter events, have highlighted the need for urgent transformation in our organisation and the sector more widely. In response we want to revisit our core values with a focus on social and climate justice, co-creating a systemic approach of positive and practical sustained action across the organisation.

AND champions an open, critical creative culture, with the mission to challenge what is normal in our society through programmes that include cultural activism, global perspectives and underrepresented voices. We need to interrogate these values and question how we realise them through our work. As a majority white organisation we acknowledge the implicit bias in our actions and our responsibility to understand the impact of this bias. We recognise the need to change our internal culture so our organisation, our programmes and our workforce represent the diversity of contemporary global society.

The aim of the consultation process is to produce real world recommendations to inform actionable change in AND's strategic direction and operations. We are seeking a consultant to lead and facilitate this process through close engagement with our Director, staff team, Board of Trustees and wider creative community. We are excited to begin this process in collaboration with an external partner and want to hear from critical voices that can ensure the work we do is meaningful and has lasting change in all areas of our work.

## **About the Organisation & Team**

AND launched in 2009 and utilised the partnership of its founders FACT, folly and Cornerhouse as a springboard to test new production models. In July 2014, we were awarded National Portfolio Organisation status by Arts Council England and have since evolved from being an annual festival to a year-round live and online commissioning agency delivering projects, exhibitions, public art and research and the UK's only roaming biennial festival of digital culture.

As a registered charity and a company limited by guarantee, AND is guided by a committed [Board of nine Trustees](#), a voluntary body that has fiduciary responsibility for AND's overall governance and management. AND has a core team of five paye staff, comprising of the Director

- Ruth McCullough, Executive Director (Interim) - Catherine Waddington, Programme Producer  
- Louise Hargreaves, Programme Assistant - Sarah Bond and Communications Coordinator - Edwina McEachran. This core team expands and contracts throughout the year working with a wide range of creative communities, artists, specialist producers and freelancers and a team of volunteers.

## **Scope of Work**

AND is seeking a Consultant from January – March 2021 to respond to, but not limited, to the following objectives:

- Support AND to reflect and renew its values mission, strategy and structure, with a specific focus on social and climate justice issues.
- Identify barriers, particularly those of equality and representation, within our organisation and sector and how these could be resolved or overcome.
- Identify actionable strategic and operational changes the organisation needs to increase diversity representation in its board, workforce, artists and audiences.
- Provide training or a facilitated learning structure to further understand complex issues related to barriers engaging with AND's work for individuals and audiences from ethnically, culturally or socio-economic diverse backgrounds.
- Advise on AND's communications strategy to ensure equality, diversity and inclusion values are appropriately articulated.
- Provide a report and presentation setting out the process, outlining conclusions and providing a set of recommendations which will be incorporated into future values and business planning.

*\* It is expected that the Consultant will work across the organisation's staff and stakeholders, including the Board of Trustees, PAYE and Freelance staff, artists and audiences.*

## **Selection Criteria**

- Experience of completing a similar scope of work, within or outside the cultural sector.
- Experience of reviewing organisational values, in relation to equality, diversity and inclusion.
- Experience of change processes, integrating new thinking into organisational process and strategy.
- Experience of facilitating values, diversity and inclusion workshops with groups.
- Ability to provide anti-racism / social justice / diversity and inclusion training (directly / indirectly).
- An interest in AND and its work.

**As a pioneering arts organisation we welcome and encourage creative responses to this brief. We welcome proposals from individuals, agencies, consortiums and partnerships.**

## **Budget**

There is a fee of £6000 (inclusive of VAT) to complete this work which should include all travel and expenses. This is the first stage in a long-term piece of work, we expect further areas of work / training to be identified through the response to this brief that sits outside of the scope of work indicated, and which additional budget may be available.

## **How to apply**

To apply please submit a 3-5 page expression of interest detailing:

- Why you are interested in this project.
- Your response to the brief, including what process you will use to deliver the work and how you will engage with AND's staff and stakeholders.
- What relevant experience you bring to the role, including references and/or examples of previous work.
- Timeline for delivery for each of the key stages.
- Budget identifying clear breakdown of cost and deliverables.

Please send your expression of interest to [jobs@andfestival.org.uk](mailto:jobs@andfestival.org.uk) with **EOI - Consultant Equality, Diversity & Inclusion** as the subject field.

Closing date for applications: **09:00 Monday 14 December 2020**

Interviews will be held virtually on **Friday 18 December 2020**

Additionally if you would like to have an initial and confidential conversation about this opportunity please contact the Director, Ruth McCullough at [ruth@andfestival.org.uk](mailto:ruth@andfestival.org.uk)

## **Access Support**

We are committed to ensuring our opportunities are open for people who experience barriers to inclusion. We recognise that you might need additional support to participate in the application and/or interview, whether that is technical equipment, access support or adjustments to the process. If you require any support or adjustments, please contact us on [jobs@andfestival.org.uk](mailto:jobs@andfestival.org.uk) with **EOI - Consultant Equality, Diversity & Inclusion** as the subject field.