WRITING ON THE WALL

PROJECT WORKER RECRUITMENT PACK

Creating Change Through the Power of Words.

writingonthewall.org.uk

WOW WRITING ON THE WALL

INTRODUCTION

Join Writing on the Wall and be part of a thriving creative community

Thank you for your interest in joining Writing on the Wall's dynamic and growing team. We look forward to working with the successful applicant to continue to offer creative opportunities to diverse communities of adults, children and young people through our festival and project work and activities.

We welcome and encourage applications from individuals without formal education and/or who identify as:

- Neurodiverse
- Black, Asian and or part of another racial minority community
- Disabled, though please be aware that there are necessary requirements of the job that cannot be met with reasonable adjustments.
- LGBTQIA+
- We actively promote equality of opportunity for all with the right mix of talent, skills and potential and welcome applications from a wide range of candidates, including those with criminal
records.

The WoW Team celebrating the end of WowFEST 2024 with TS Eliot Prize winning poet Joelle Taylor

WOW 2000 - 2024

Writing on the Wall (WoW) has a rich 25-year history of using creativity to empower individuals and communities. In May 2024 we delivered our 25th annual month-festival – WoWFEST. Each October we hold a series of events to celebrate Black History Month and produce an annual programme of creative projects that promote positive change for individuals of all backgrounds.We believe writing and creative engagement can be:

- Transformative: Unlocking potential and fostering self-expression.
- A catalyst for change: Inspiring action and promoting social justice.
- A platform for diverse voices: Creating space for underrepresented stories to be heard.

Our work is focused on four key areas:

- Creative Community Engagement: Building bridges and fostering collaboration.
- Children and Young People: Nurturing young talent and igniting a passion for creative expression.
- Adult Skills, Education & Employment: Equipping individuals with the tools they need to succeed.
- Festivals: Bringing communities together through vibrant literary and cultural events.

Impact:

- We've supported countless writers and artists who have gone on to achieve success in the creative industries.
- We've published and showcased new talent through anthologies and competitions.
- Rated 'Outstanding' by Arts Council England recognised for our commitment to diversity and inclusion in the Arts.
- We have published the work of over 550 new writers in our anthologies over the past decade.
- Supported the development of the careers of young artists through our Liverpool Young Writers Group.
- Played a key role in supporting sixteen new writers win publishing deals for their debut novels through our Pulp Idol Writing Competition.

Creating Change Through the Power of Words: If you're passionate about creativity, community engagement, and using words for positive impact, we look forward to hearing from you.

Madeline Heneghan & Mike Morris, Co-Directors

> "I can't speak highly enough of WoW and the great work they do for and with writers and the community."
> -John Maxwell

Poet Jackie Kay at WoWFEST 2024

Awards:

Liverpool City Region Arts Organisation of the Year 2020

'Preparing for Work Award' for Write to Work project at the LCR Culture and Creativity Awards 2024

Partnership Award from the Liverpool School of Tropical Medicine in April 2024 for our work building the ReCITE Consortium, a project which aims to tackle health inequities through storytelling,

VISION, MISSION, VALUES

Vision:

Creating Change Through the Power of Words.

MISSION:

To inspire diverse communities through creativity, writing, discussion, performance, inquiry and debate, to highlight and tackle social and economic injustice to support personal and social transformations.

Values:

- A belief in the individual worth and latent creative talent of people.
- A commitment to artistic excellence and supporting Arts Council England's 'Let's Create' strategy for culture and creativity.
- A commitment to artistic excellence and supporting Arts Council England's 'Let's Create' strategy for culture and creativity.
- A commitment to offering the whole community an opportunity to participate and the continued encouragement of emerging, aspiring and established writing talent.
- A commitment to quality and innovation in all the activities delivered through the Festival.
- Celebrating creative writing in all its forms: fiction, non-fiction, poetry, journalism, film, theatre, spoken word & song.

Linton Kwesi Johnson book signing Black History Month 2023

CURRENT PROJECTS

ReCite:

ReCITE is a project lead by Liverpool School of Tropical Medicine, with Writing on the Wall as the lead Creative Partner, which explores how health inequities can be tackled by using creativity and storytelling to address local health priorities in some of the most deprived areas of Merseyside, linking people with lived experience with health providers, community champions and storytellers to develop immersive, multi-media stories designed to build confidence in preventative public health interventions.

The ReCITE project will blend creativity with healthcare: focusing on building storytelling into community and health systems to address mistrust and promote wellbeing. The project has a wide range of academic and creative partners who will work in collaboration to engage people living in Liverpool, Knowsley and South Sefton, and will use the power of stories to promote health prevention and mental wellbeing in some of the region's poorest area.

Write To Work

Write to Work is a free, award-winning course for economically inactive residents from the Liverpool City Region, looking to gain confidence in their writing skills and meet a creative community. The course, now in its fifth year, has supported hundreds of people to build their confidence, meet new people, develop their writing skills, and find their way into education, training and/or employment. We run a series of one day boot camps around the region led by established writers and artists. Participants are also invited to attend our free Writer's Bloc, writing centre sessions for further support and guidance.

The Writer's Bloc

The Writer's Bloc is a dedicated fortnightly writing space in Toxteth Library, accessible to all ages and communities, providing inspiration and a welcoming and accessible environment for people to come together to work, individually and collectively, enjoying professional support from writers, artists, and, where appropriate, professionals in other fields, to provide inspiration, guidance and engagement to a diverse community of writers.

The Bloc plays a key role in engaging local communities through creative and artistic activities benefiting all areas of the local community, building on WoW's twenty-year experience of delivering ground-breaking, successful projects.

The Writer's Bloc professional writer sessions launched on 7th June 2024 with acclaimed Liverpool screenwriter Tony Schumacher, creator and writer of the award-winning BBC drama series, The Responder.

What's Your Story?

WYS? is a flexible programme through which WoW has worked with many communities, including most recently Frontline Workers and people who were part of the Enhanced Protection programme, reflecting on the experiences during the pandemic and Lockdowns, and running vital support projects on key issues that impacted people during Lockdown - people from the black community discussing racism following the murder of George Floyd, people experiencing mental health difficulties, and people who were, or who had, experienced domestic violence. Following completion of the course we publish the work of the participants in an anthology form, launched with a showcase event to celebrate their achievements.

Creative Heritage

Creative Heritage is a unique programme, working with archives and communities to recover lost voices and neglected histories. We have since applied the Creative Heritage formula to the George Garrett Archive, L8 Law Centre, Liverpool Anti Racist Community Arts Association and, most recently, the Dorothy Kuya archive, and have published books, created theatre performances, visual art, podcasts, blogs, social media campaigns, poetry, walking tours, workshops and more. Our Creative Heritage projects have been featured in local and national news and on television, including being selected to feature as just one of ten projects across the country in the National Archives Annual Review publication for 2023.

Pulp Idol

WoW's unique annual novel writing competition, Pulp Idol, is open to unpublished novelists across the Liverpool City Region. These new authors submit the first chapter of their novel and compete for the chance to have their work published and looked at by the UK's top publishers and literary agents. With sixteen years of remarkable success from previous finalists, Pulp Idol is an inspiring opportunity for writers. Its aim is to support new, original voices to be heard. As a result of Pulp Idol, approx. sixteen unpublished writers have had their work published or commissioned, with many signing deals and having their debut novels published.

Pulp Idol 2024 Finalists and judges

Young Writers

WoW currently delivers a free Young Writers Group, Write Generation for 11 - 17-year-olds. Led by the poet and spoken word artist Leonisha Barley. We organised and delivered many projects with school children and young people, including Super Heroes: Words Are Our Power for primary schools, and Spoken Word Power. We have published the work of young people in anthologies, organised many showcases of their spoken word performances, and published books for children and young people.

Ashleigh Nugent : Super Heroes Words are Our Power

Publishing

Writing on the Wall officially began our publishing journey in 2014, setting out to create and distribute anthologies that would resonate with our community. Our initial projects, What's Your Story? and Pulp Idol Firsts, laid the foundation for what would become a dynamic publishing venture. Over the years, we have expanded our catalogue significantly, publishing a total of 86 books and e-books. Notably, 60 of these publications have been released since 2021, marking a period of rapid growth and productivity.

Display of WoW books at Writer's Marketplace at WoWFEST 2024

WoWFEST

WoWFEST is Liverpool's longest-running, award-winning annual writing festival which takes place in Liverpool and online, from 1st - 31st May. In May 2024, with WoWFEST: Fahrenheit 2024, we presented our 25th annual festival. Featuring: IRVINE WELSH, BEATRIX CAMPBELL, JON RONSON, JACKIE KAY, JAH WOBBLE, SALENA GODDEN, PETER HOOTON, JOELLE TAYLOR, ANDREW MCMILLIAN, BRIAN READE, LUKE WRIGHT & more. WoWFEST provides a platform for local and international writers, activists and artists who present and perform on various topics, according to the chosen festival theme. We bring together a mix of celebrity and up-and-coming artists every year, making for a diverse and rewarding programme. Festival themes aim to highlight and address current issues in the world and to provide opportunities for artists to showcase their work and perspectives.

Black History Month

Each October for Black History Month we hold events that shine a light on Black creativity, heritage and achievement and the incredible work that goes on in the city all year round. WoW played a key role in reinvigorating Black History Month in Liverpool, securing funding and supporting other organisations develop events and activities to create a vibrant programme across the city. WoW's BHM events have featured high profile guests such as Linton Kwesi Johnson, and offering a platform to local writers and artists, including Malik Al Nasir and Leroy Cooper, and features walking tours based on our Creative Heritage work and our Dorothy Kuya archive, and Great War to Race Riots Archives.

Salena Godden at WoWFEST 2024

Project Worker

An Arts Project Worker plays a crucial role in promoting creativity, cultural awareness, and community engagement through the arts. The Arts Project Worker is responsible for organising, planning, and implementing art-related projects for individuals or groups. The job involves a range of tasks, including admin, setting up workshops and events, budgeting, monitoring, evaluating, and more, and working in collaboration with staff members, participants, partners and volunteers, to develop and deliver high-quality arts programs and activities. Activities may be live, online, or a blended mix of both.

Irvine Welsh at WoWFEST 2024

Hours: 35hours/week

Working hours: Usual hours are 9:30am - 5pm but we offer flexible working to support each individual needs. This a Full-Time position. Due to the nature of the position, flexibility to work outside core hours occasionally to support activities is required.

Salary: £23,000 per annum.

Accountable to: WoW Co-Directors.

Main working contacts: Staff and trustees of Writing on the Wall, freelance staff, writers, artists, partners, project participants.

Location: The post will be based primarily at WoW's office in Toxteth Library, Windsor Street, Liverpool, but will involve working in a variety of settings as and when relevant to the needs of WoW's projects and events.

Holidays: 25 days annual leave and bank holidays.

Type of contract: Permanent.

Pension: Employer contribution of 3% gross salary.

Training and Personal Development: WoW believes the best working culture is the one where employees feel happy, supported and incentivised. We offer a Personal Development Plan that includes training and performance management for personal and professional growth.

Main Purpose

This role provides support to WoW's work in general, but particularly our community based creative projects. Writing on the Wall run an annual programme of long and short-term projects. The main focus of this role will be to support the project Coordinators of two projects – Write to Work and ReCITE.

Key Responsibilities

- Develop and implement WoW's creative programmes and projects working with and meeting the needs and interests of the target group or community.
- Coordinate and facilitate WoW's creative workshops, classes, and events, including exhibitions, performances, and festival events.
- Collaborate with artists, organisations, and community partners to develop, deliver and promote WoW's creative projects, events and initiatives.
- Provide guidance, support, and mentorship to participants, volunteers, and staff involved in WoW's programmes and projects.
- Monitor and evaluate the effectiveness and impact of WoW's programmes and projects and report to WoW Co-Directors, Trustees and relevant stakeholders.
- Maintain accurate records and documentation of project activities, including attendance, evaluations, and participant feedback.
- Undertake Administrative tasks and maintain appropriate office and online systems.
- Develop and maintain positive relationships with stakeholders, including clients, volunteers, and community partners.
- Ensure compliance with relevant policies, regulations, and standards, such as health and safety and child protection.
- Engage in professional development and keep up-to-date with emerging trends and best practices in the arts and cultural sector.

Blue Saint, Helen Jeffrey, and Write To Work participants

RESPONSIBILITIES OF ALL WRITING ON THE WALL EMPLOYEES

- To work as part of the team with other staff at Writing on the Wall.
- To work in accordance with Writing on the Wall's policies which are held in the Staff Handbook.
- To become familiar with and implement and follow all Writing on the Wall's policies and procedures.
- To maintain accurate records in the various media specified for your areas of responsibility.
- To undertake any training necessary and participate in relevant supervision and appraisal.
- The post holder is expected to be flexible in the performance of duties and to undertake any other duties identified as appropriate to the post.
- To act as an ambassador for WoW, upholding and promoting our values and ethics.
- Demonstrate ability to work independently and as part of a team.
- Demonstrate ability to manage own workload and use initiative.

The duties and responsibilities highlighted in this Job Description are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post, which has been established on this basis.

Participants taking part in a Zine making workshop as part of our Dorothy Kuya Creative Heritage Project.

- Proficiency in Microsoft Office suite and project management tools/software.
- Previous experience working in the nonprofit sector or with charitable organizations is highly desirable.
- Excellent communication and interpersonal skills, with the ability to build relationships.
- Knowledge of and passion for the arts, with a commitment to promoting artistic excellence and cultural diversity.

Michael Rosen at A Tribute to Benjamin Zephaniah WoWFEST24

Brian Reade, Sick Mick Book Launch WoWFEST24

Babs Darling at WoWFEST24

HOW TO APPLY AND RECRUITMENT PROCESS

APPLICATION PROCESS

Interested candidates should submit a CV and cover letter (no more than 2 pages long) to applications@writingonthewall.org.uk stating the post you are applying for and your name and telephone number. Longlisted candidates will be contacted for an initial online interview. We will then hold formal, in-person interviews with shortlisted candidates. Dates for all interviews to be confirmed.

Closing date for applications: Midday Friday 26th, July 2024

Equal Opportunities

Writing on the Wall is committed to equal opportunities, anti-discrimination and anti-oppressive policy and practice. No one we have contact with may be discriminated against, either directly or indirectly, on the grounds of gender, race, nationality, religion, cultural group, marital status, sexual orientation, age, or impairment. The policies apply to job applicants, employees, volunteers, and users of our services.

The WoW Co-Directors and Trustees receiving the Preparing for Work Award for our Write to Work Project at the Liverpool City Region Culture and Creativity Awards.

For more information on WoW and our projects visit Writingonthewall.org.uk

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