



MAKE
Learn

MAKE with the Knit Shop Teacher Liaison Role

Recruitment Pack

June 2023

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Key Information

Fee: £15,120

Term: Freelance, 56 days over two years

Location: The project will be delivered in Dundee

Reporting to: Craft Scotland, Director

Note: MAKE with the Knit Shop will run over two years from August 2023 to December 2025

Key Dates

Closing date: Midnight Wednesday 12 July 2023

Interview date: w/c 17 July 2023

Project start date: 14 August 2023

Introduction to the Project

MAKE with the Knit Shop is an ambitious new teacher development project supported by the Paul Hamlyn Foundation Teacher Development Fund which will run from August 2023 to December 2025.

Over two years, the project will work with six primary schools in Dundee to introduce new craft-based approaches to apply numeracy skills through textile activities.

The project is aimed at teachers of primary 5-6 and aims to equip teachers with the skills, knowledge, confidence and experience to deliver effective arts-based teaching and will introduce different approaches to consolidate learning using the Dundee Progression Pathways for Numeracy.

During this ambitious new CLPL (Career Long Professional Learning) project teachers will attend a residency at the Knit Shop, an independent knit factory in Dundee, owned by award-winning Scottish textile and product designer Donna Wilson, and have the opportunity to visit the studios of three independent textile makers, each working with a different textile expertise. They will also be able to involve their classes in an introductory workshop and have access to practical guides, films, and resource packs to encourage exploration of traditional and contemporary craft processes. These may include an introduction to textile practice and approaches to de-colonising its history in Dundee; an understanding of materials and their connection to place and to the natural world, and an understanding of the circular economy, sustainability and textiles.

The Project Partners are 6 x participating primary schools, Knit Shop, Dundee Creative Learning Network, and the MAKE Learn partners - Panel and Craft Scotland. Teachers and makers will collaborate on the development, delivery and evaluation of the project. CLPL activity will be developed with the expertise of the Knit Shop. Creative Dundee Learning Network brings expertise and knowledge from the education sector and will contribute to the development of evaluation methodologies.

The Project Leads are Craft Scotland and Panel who collaborate on the MAKE Learn project. The Project Leads will oversee reporting to partners and funders, line manage freelancers, manage all financial decision-making, have an overview of risk management, and lead on advocacy and communications.



Funder Expectations and Support

The purpose of the Paul Hamlyn Foundation Teacher Development Fund (TDF) is to support the delivery of effective arts-based teaching and learning opportunities in the primary classroom and to embed learning through the arts in the curriculum. It aims to do this through supporting teachers and school leaders to develop the necessary skills, knowledge, confidence and experience. MAKE with the Knit Shop will be part of the TDF Cohort Learning Programme which enables current thinking to be shared between active TDF projects, TDF alumni and external experts. This is a crucial part of the project and everyone will contribute to a growing body of knowledge about arts-based teacher CPDL, and about how arts-based approaches support pupils in overcoming barriers to learning. The project is also supported by Creative Scotland through targeted funds.

Others Involved

Over the course of the project we will work with Public Image PR who are responsible for public communications and press related to the project and wider MAKE Learn advocacy. Freelance makers will collaborate closely with teachers to plan and deliver craft activities and support a cascaded learning approach in the schools.

We are recruiting a second freelance post to support the coordination and delivery of the project.

About the Role

The MAKE Teacher Liaison will work closely with the MAKE Project Coordinator (freelance) to ensure the project is delivered effectively over the two-year duration. This is a crucial role in ensuring the success of the project as you will act as the main liaison between selected schools in Dundee and the project partners.

Key responsibilities will include supporting the participating teachers and school leaders in the planning, delivery and evaluation of project activities, supporting the planning and delivery of the teacher residency at the Knit Shop and providing support for makers (with the Knit Shop) when working in or with the schools.



The MAKE Teacher Liaison will be responsible for shaping and implementing project evaluation and contributing to reporting and assessment for funders and partners. An important aspect of the role will be liaising with teachers and school leaders to support embedded learning and ensure a cascaded approach can be achieved in each school, which is a key objective for the project.

We are looking for an individual with experience in delivering hybrid education and learning activities for children, schools and /or CLPL for teachers and educators.

The project will begin in the Autumn Term, with activities across all school terms in Year One (2023-2024) and Year Two (2024-2025).

The MAKE Teacher Liaison will report to Craft Scotland's Director and will work closely with Panel on specific aspects of the project. We will require the Teacher Liaison to work in person with schools and the Knit Shop as well as attending funder and Project Lead meetings. You will be expected to attend up to four online meetings each year with the Paul Hamlyn Foundation and up to two in-person Cohort meetings.

Expectations

- You will be skilled in building and maintaining relationships across different partnerships and in different contexts and able to work effectively on your own to support this.
- You will attend in-person and online meetings with the Paul Hamlyn Foundation as required.
- You will work in person with schools and the Knit Shop as well as attending Project lead meetings.
- You will understand the schools' needs when working with external personnel (e.g. makers, PR and press).
- You will proactively support Equalities, Diversity and Inclusion across the project.



Key Responsibilities

- Liaise with schools to support teachers' residency, classroom activity, class visits outside of school, reporting within schools.
- With Craft Scotland, Paul Hamlyn Foundation, Dundee Creative Learning Network and Senior School Leaders devise key measurables and framework for evaluation and reporting.
- Generate and facilitate the planning and reflection workshops and ensure evaluation will enable project partners to measure impact.
- Manage the development and sourcing of materials and resources; taking into consideration the future sustainability of the project.
- Coordinate classroom activity with the Knit Shop and the commissioned makers and support makers in planning and delivering workshops and CLPL activity.
- Scheduling and leading meetings with teachers via Teams and in person.
- With makers and teachers, devise digital resources and MAKE resource packs for schools.
- Support future legacy of the project, including teachers' subsequent in-class delivery and collaboration with colleagues.
- Bring teachers and project partners together through online communication channels (Microsoft Teams) and scheduled meetings (online and in-person).
- Advise the Project Leads of any risks arising in a timely manner.



Capability Profile

Essential skills:

- Demonstrable experience in developing and leading public engagement, community development and/or creative engagement projects in the craft, visual arts and/or design sectors.
- Minimum two years' experience working with schools and/or teachers or delivering projects in or with educational settings, particularly schools.
- Knowledge of evaluation methodologies and experience in developing reports for different audiences.
- Knowledge of current issues and policy in education.
- Knowledge of emerging approaches to blended CLPL.
- Experience of using Teams, Google Drives, Zoom, Microsoft Word, Microsoft Excel.
- Experience of working with project teams.
- Excellent project management and problem-solving skills, demonstrable experience planning and delivering against deadlines.
- Excellent communication skills (verbal and written).

Desirable skills:

- Coaching skills or experience.
- Good knowledge and understanding of textiles.
- Knowledge or experience of projects that have delivered anti-racist and intersectional approaches to cultural engagement.
- Knowledge of Health & Safety.



How to Apply

Please submit a copy of your CV and a letter (Max 2 x A4 pages) by email to hello@craftscotland.org outlining your skills, areas of expertise and specific projects/initiatives you have delivered in relation to your application.

We are happy to accept video applications - please contact hello@craftscotland.org if you require any advice with this method.

Please complete our Equal Opportunities Monitoring Survey [Here](#) (voluntary). This survey can be completed anonymously. It does not form part of your application and will not be used in any part of the selection process; it provides general information for our funders and our annual reports.

The deadline for receipt of applications is Midnight, Wednesday 12 July 2023.

Interviews

Interviews will take place w/c 17 July 2023 either online or in-person.

Equal Opportunities & Access

Craft is culturally significant, essential to our economy and meaningful to our communities. Craft Scotland believes that everyone should have the opportunity to see, enjoy, learn about and participate in craft.

We are committed to equality and opposed to all forms of unfair discrimination. We welcome applications from those underrepresented in the cultural sector: including but not limited to candidates with lived experience of being Black, Asian, Mixed Heritage and/or a Person of Colour, Refugee, D/deaf, Neurodivergent, Disabled, and/or LGBTQIA+.

We welcome applications from candidates from all backgrounds. Please note that Craft Scotland will reimburse reasonable travel/care costs for in-person interviews. Please contact the Craft Scotland team in advance to discuss: hello@craftscotland.org.



Support with your Application

Please do get in touch if you are interested in this role but feel there are barriers limiting your ability to apply and/or participate in the interview process. Examples include, but are not limited to:

- Accessibility
- Travel
- Slow internet

This application form is available in large and word formats, and we are happy to accept video applications.

If you have any questions, or if you require any assistance to complete your application or to attend an interview, then please get in touch with Irene Kernan, Director of Craft Scotland by email: irene@craftscotland.org.

About Lead Partners

Craft Scotland

Craft Scotland is the national development agency for craft. We put makers at the heart of all we do, championing diverse and high-quality contemporary craft. We help people learn about, appreciate and buy craft, promoting the contribution of craft to Scotland's cultural, economic and social well-being.

Craft Scotland is a registered charity supported by Creative Scotland.
craftscotland.org

Panel

MAKE was founded and is currently guided by Panel, an independent curatorial practice led by Catriona Duffy and Lucy McEachan. Based in Glasgow, Panel commissions design and craft in response to particular histories, archives and collections. Working in partnership with other organisations, venues and places they present this work through a programme of exhibitions, events and cultural projects delivered across a range of locations, venues and environments.

Panel is a community interest company, supported by Creative Scotland.
wearepanel.co.uk





MAKE Learn

About

MAKE with the Knit Shop has been developed within the framework of MAKE Learn, a project linked to the MAKE Manifesto, which sets out action points and recommendations that directly reflect the issues of makers living and working in Scotland. <https://www.makemanifesto.com/manifesto>

MAKE was established in 2019 to positively influence the perception of craft in Scotland and do so from the 'ground-up' through action-based research and advocacy work. It is guided by Panel, with an advisory group of makers based in Scotland.

Since 2021 MAKE has been delivering its flagship project, MAKE Learn, in partnership with Craft Scotland. Through MAKE Learn we aim to champion the value of craft to ensure it is recognised as an art form and a creative industry, which is included, and appropriately prioritised, within Scotland's education curriculum.

MAKE with the Knit Shop is a partnership between MAKE, Knit Shop and Dundee Creative Learning Network, with Craft Scotland and Panel. It is funded by the Paul Hamlyn Foundation Teacher Development Fund, with additional support from Creative Scotland as part of their targeted funding to strengthen the craft sector in Scotland.

