

## **Scottish Artists Union**

### **Learning Organiser**

Freelance

May 2017 to March 2019

21 Hours Per Week (£30,000 pro-rata)

### **Main Aims Overview**

- Organise opportunities for artists to gain skills, enabling them to plan and navigate the industry and to manage the market and economic environment of the visual and applied arts sector
- Recruit, organise and retain SAU members by managing a network of members of all artists, urban and rural, cross-sector using learning as an organising tool
- Increase the understanding of the value of the artist to society by working in partnership and research and provide information about artists' working circumstances; align with the established trade union movement networks and wider labour movement community

### **Main Duties & Responsibilities**

- Research the skills requirements of working visual and applied artists
- Organise bespoke courses and workshops across Scotland
- Create and develop online and offline artists' networks
- Manage project evaluation and end of project reporting
- Work with artists, the sector and the wider trade union movement to increase support and understanding of the artist and what they bring to society
- Recruit and retain union learning representatives to develop the SAU organising agenda
- Create and manage partnerships with visual and applied arts organisations in Scotland
- Manage the training and learning budget and financial reporting to the STUC
- Make applications to the STUC learning fund for the provision of courses and workshops
- Oversee the registration of the SAU as a learning provider
- Oversee, manage and draft project tender applications and submissions
- Create new and manage relationships with course providers ensuring courses delivered are aligned course outline(s)

### **Publicity & Marketing**

- Manage Facebook, Twitter and Eventbrite pages
- Manage marketing and publicity of learning events
- Raise awareness of courses and classes through partnership publicity
- Draft and distribute press releases
- Create and update a visual and applied arts industry mail list
- Commission and oversee professional graphic design of publicity materials
- Upload information to the SAU website

### **Workshop Design:**

- Co-create participative and collaborative workshop designs with those assigned to deliver SAU events and workshops
- Use Peer to Peer learning where possible, make use of tangible sector case studies within workshops