



UP PROJECTS RECRUITMENT PACK

Curator



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Making Space, Jessie Brennan, 2019.
Image: Alastair Fyfe

Hello,

Thank you so much for your interest in UP Projects. We are excited to be offering a new part time opportunity to join our programme team as a Curator. You will work closely with us and the Senior Curator as well as with our wider team to shape and produce projects that address some of the most pressing issues of our time.

Our friendly team is extremely welcoming and supportive, and we work closely together to ensure the organisation continues to think creatively and produce the highest quality work across our varied portfolio of projects and programmes.

UP Projects was founded in 2002 with a mission to support artists to a make new work that has social relevance, engages communities, encourages learning and enriches the public sphere. For the past 20 years we have been pushing the boundaries of what public art can be and how it can engage communities across the UK and beyond establishing ourselves as the leading public art organisation specialising in social practice. In 2023 we moved to a Co-Director model and the organisation is now jointly led by both of us because we are great believers that two heads can be better than one!

At UP Projects, we initiate our own projects as well as work with partners on a consultancy basis to create extraordinary, ambitious and risk-taking work that communities can shape, actively participate in and relate to. We champion a bold yet sensitive approach that values time and takes care to bring about social change. In the last two decades we have championed underrepresented voices, often giving emerging talent their first chance to create new work in public spaces across the UK.

So, if you are keen to join a dynamic team that are dedicated to making an impact through working with artists, we want to hear from you! Please read through this application pack and get in touch if there are any questions or queries you may have whilst preparing your application.

We look forward to meeting with you soon.

Emma Underhill
Founder & Artistic Director

Moira Lascelles
Executive Director & Head of Partnerships

About UP Projects

UP Projects is the UK's leading public art organisation specialising in socially engaged public art commissioning. We bring world class artists out of the gallery and into public spaces to create new work with communities across the UK and beyond. Our work is always responsive to context often activating unexpected corners of the public realm.

Flagship projects include Newham Trackside Wall by Sonia Boyce OBE RA (2021); The National Windrush Monument by Basil Watson (2022); Gut Feelings Meri Jaan by Jasleen Kaur (2020); Globe Head Ballerina by Yinka Shonibare (2012), The Floating Cinema with various artists (2011-2017) and Laid to Rest by Serena Korda (2011).

Learning sharing sits at the heart of what we do, and we are dedicated to supporting the next generation of socially engaged practitioners through our free learning and development programme, Constellations that gives artists, curators and producers the chance to explore best practice models from leading names within the world of social practice.

UP Projects is a charity and National Portfolio organisation of the Arts Council England. We were founded in 2002 by Emma Underhill with a mission to support artists to make new work that has social relevance, engages communities, encourages learning and enriches the public sphere.

Our Underlying Belief

Art and artists have the power to effect social change when the process is considered just as important as the final outcome.

OUR VALUES

Our work is underpinned by **five core values.**

RELEVANCE

Our programme is responsive to contemporary life and relevant to diverse communities and audiences.

OPENNESS

Our work is accessible: conceptually, intellectually, physically, geographically, economically, considering diversity, disability and barriers to access.

LEARNING TO LEARN

We believe in a collaborative approach to learning for all.

INNOVATION

We challenge convention, support risk taking, and test new ideas in the physical and digital realms.

ARTISTIC EXCELLENCE

Representing the height of ambition, talent, and skill.

Our Work

You can visit examples of our work here:

The National Windrush Monument by Basil Watson

London Waterloo Station, SE1 8SW on the upper concourse, adjacent to the Victory Arch, Exit 5 of the station.

Newham Trackside Wall by Sonia Boyce

Newham Trackside Wall runs along Victoria Dock Road in Custom House, and Connaught Road and Albert Road in Silvertown and North Woolwich. We recommend starting at the North Woolwich section which you can access from the nearest station, King George V DLR via the DLR from Stratford or via the Jubilee Line from Canning Town. Walking along the two sections of the artwork takes approximately 1h.

Making Space by Jessie Brennan

Go the distance. Site 1. Victoria Dock Rd Tunnel, E16 1HL (under construction)

The People's Plan. Site 2. The Pump Room, Outside Pontoon Dock DLR, North Woolwich Rd, E16 2YJ

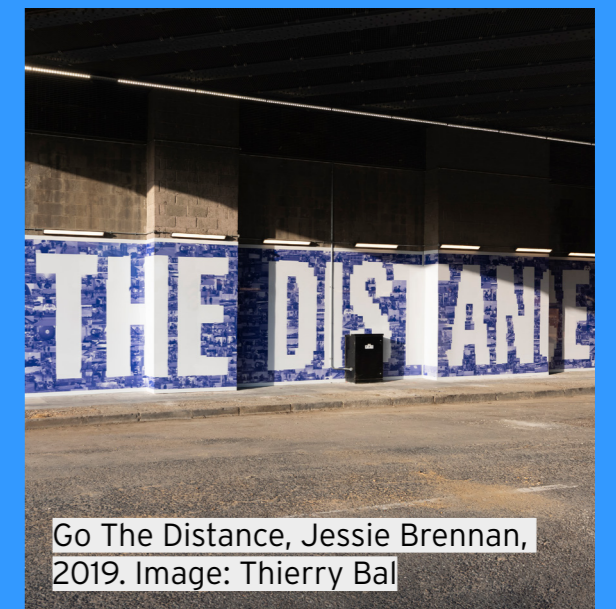
Custom House Is Our House. Site 3. Freemasons Road, E16 3AR



Custom House is Our House, Jessie Brennan, 2019.
Image: Thierry Bal



Newham Trackside Wall, Sonia Boyce OBE, 2021. Image: Benedict Johnson



Go The Distance, Jessie Brennan, 2019. Image: Thierry Bal

Our Team

We have a small yet dynamic team who work collaboratively to contribute to delivering our highly ambitious programme of public art commissions, public events, learning and development programmes and educational activity.

You can find out more about our team in their own words below.



When I curated and produced Shine in St Pancras Chambers (now the Renaissance Hotel in St Pancras Station) back in 2002, the very first of UP Projects' ventures, I could never have imagined the wonderful organisation it has become in 2023. What motivates me the most, and keeps things interesting even after 20 years, is the fact that no project is ever the same and our work is always challenging (in a good way) but also makes a positive impact on the people and communities that we work with. I have always been inspired to take art out of the gallery context and into the public domain and am very proud of all that we have achieved. But it would be impossible to achieve so many remarkable projects without the incredible team that is behind UP Projects. One of the best parts of my job is seeing people grow and flourish during their time here, contributing creativity and ideas to help our projects take shape, and developing in confidence and skills as they progress their careers in the creative sector.

Emma Underhill (she/her) Founder & Artistic Director

I joined UP Projects as Deputy Director in 2019, in fact I signed my contract on the day that the UK went into its first lockdown. My relationship with UP Projects though started much earlier as I had freelanced on a number of projects prior to joining in-house. Today I am Executive Director & Head of Partnerships and work together with Emma to oversee the strategic direction of the organisation as well as directing UP Projects' partnership projects including public realm strategies, commissions and engagement projects. I love working with people and at UP Projects that is exactly what I get to do! What I find most rewarding is seeing the impact that our projects can have on those who engage and participate in them. As a team we are very close and people are really supportive of each other. What I also really appreciate is the organisations' emphasis on learning and development and there has been plenty of opportunity for me to grow since I have taken up my role.



Moira Lascelles (she/her) Executive Director & Head of Partnerships



I joined UP Projects in 2018 as Learning Curator, when I began working on the second iteration of Constellations, a learning and development programme for socially engaged artists and curators which is currently in its sixth year involving collaborations with practitioners and art organisations across the UK and internationally. I am now Senior Curator (Learning & Live Research) which means my role has expanded to include working on self-initiated commissions as well as developing our digital commissioning work that allows artists to explore the online world as a site for public art. I love creating the best conditions for innovative research to be explored and tested, and for artists to practice and experiment with new ideas. My work at UP Projects is complemented by my role as Associate Lecturer at Royal College of Art where I teach on the MA Curating Contemporary Art.

Elisabeth Del Prete (she/her) Senior Curator (Learning & Live Research)

I work on producing and delivering our learning, engagement and participatory activity, including our artist development programmes, artist-led activities specifically for young people, designing our resources and delivering workshops for schools. I am also the Equality, Diversity and Inclusion lead and enjoy finding creative and strategic ways in our journey to becoming an inclusive organisation. Outside of my role at UP Projects, I am designer with a keen focus on inclusivity and education. My ongoing research involves identifying ways the wider creative sector can implement inclusive and accessible approaches. Prior to working at UP Projects, I studied MA Material Futures at Central Saint Martins and began my role as an intern once graduating. Over my time, I've had the opportunity to grow within my role and love that I get to bring my knowledge of design and education into different aspects of our programme.



Jack Newbury (he/him) Producer (Learning & Participation)



I started at UP Projects as Interim Operations Manager and transitioned to Team Assistant alongside this role. It involves managing effective and efficient systems across the organisation and supporting the production and delivery of our public art commissions. Before joining UP projects, I studied for a BA in Architecture and completed a one-year creative freelancer programme at the London Transport Museum. I found UP Projects through this programme as I was part of the Arts Emergency network, which introduced me to my mentor, Moira who is UP Projects' Executive Director & Head of Partnerships. At UP Projects we share a common interest in engaging people by working with artists to create new work for the public. Alongside my role at UP Projects I work as a creative freelancer and collaborate with organisations like the London Transport Museum, the Wellcome Collection, and the Science Museum to run workshops, produce and manage engagement initiatives often working with young people and communities where creative practice is not prevalent.

Leila Baetiong (she/her) Interim Operations Manager & Team Assistant

UP Projects' work is also supported by a **Board of Trustees** (who you can read more about below) and **Critical Friends** who you can find on our website.



[Sam Allen \(she/her\)](#)
Founder and Director of Creative Arts
Social Consulting Ltd



[Thahmina Begum \(she/her\)](#)
Community Development Worker
(Health for ALL, Leeds), Mixed Media
Artist, Trainee Art Psychotherapist



[Iain Bennett \(he/him\)](#)
Director, The Fifth Sector



[Kaia Charles
\(Deputy Chair\) \(she/her\)](#)
Senior Cultural Projects Manager
(NOW Gallery and Greenwich
Peninsula) at Knight Dragon Ltd



[João Guarantani FRSA
\(he/him\)](#)
Programme Manager - Circular Design,
Ellen MacArthur Foundation



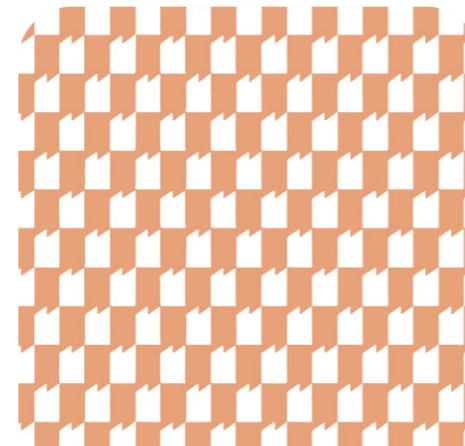
[Jagdip Jagpal
\(Chair\) \(she/her\)](#)
International Arts & Culture
Consultant



[Masy Larizadeh \(she/her\)](#)
Non-Exec Director roles, Founder and
Director at New Horizons Advisory



[Viya Nsumbu \(she/her\)](#)
Communications Professional



[Peter Ratcliffe \(he/him\)](#)
Barrister, 3VB



The National Windrush Monument, Basil Watson, 2022.
Image: Stevel Russel Studios



The Floating Cinema: Another Country, 2016.

Image: Hydar Dewachi

About the Role

UP Projects are recruiting for a progressive and dynamic Curator, interested in working in the public domain and with a socially engaged practice. This part time role will work closely with our Directors and Senior Curator (Learning & Live Research) to develop and deliver strategic commissions and projects as well as undertake research that informs the curation of our commissions and learning programmes.

This role is currently offered as part time two days per week, however there may be potential to expand the role to work on additional projects at which point additional days would be offered.

Curator Job Description

This curatorial role will develop and deliver strategic commissions and projects working closely with artists, partners and community participants, as well as undertake research and develop critical thinking that will inform the curation of our wider programme and learning initiatives.

The role involves

- Supporting the development and delivery of a new UP Projects commission which is currently in development. This will entail working closely with the Founder & Artistic Director, the Senior Curator and lead artist to deliver a national touring commission that addresses themes of environmental sustainability, along with a community collaboration programme working with local artists in the touring venues. [It is anticipated that there will be up to three venues across the country and some national travel will be required]
- Providing curatorial support to the development of UP Projects digital commissions, currently one per year. This involves artist liaison, partner liaison if necessary, and working with UP Projects' Team Assistant to guide the delivery of the commission.
- Undertaking thematic research and compiling artist longlists to support the development of new commissions, *Constellations* (our learning & development programme for artists, curators and producers), project proposals or fundraising when opportunities arise.
- Attending and contributing to weekly team and programme meetings.

UP Projects as a learning organisation

- Contributing towards the development of a professional working and learning environment within the organisation.
- Keeping abreast of, and sharing with the team, the latest developments in contemporary art practice and critical thinking in relation to art in the public realm and social practice.
- Sharing insights and learning gained from your work with the team.
- Contributing to developing a collaborative style of working
- Awareness of UP Projects' values and to work with artists, partners, communities and audiences in their spirit.

Who we are looking for

Essential requirements

- At least two years' experience of curating and producing visual arts projects or commissions in the public domain
- An established socially engaged practice
- Excellent research skills
- Excellent planning, budget and timeline management skills
- Excellent writing and communication skills
- Excellent organisational skills.
- Ability to confidently interact with a broad range of artists, communities, partners both face-to-face and online.
- Ability to work well as part of a team.
- Excellent attention to detail.
- Ability to prioritise own workload and multitask.
- Strong IT skills, including Office based packages Word, Excel, Powerpoint, Outlook, Internet and databases.

The following are required of all roles with the organisation. However, you do not need to address these in your application:

- Willingness and ability to work hours outside of normal office hours on occasion (time off in lieu will be granted).
- Willingness to work flexibly in response to changing organisational requirements.



Spontaneous City, London Fieldworks, 2010.
Image: Bruce Gilchrist



Habitat, Tania Kovats, 2011.
Image: Brian Whar



Heat Generation (prayer), Minh Lan Tran, 2023.
Image: Ruth Sewell

What we can offer

- The opportunity to work within a small, dynamic team of public art, learning, and engagement specialists.
- The opportunity to be part of creating projects that have social relevance, engage communities, encourage learning and enrich the public sphere.
- A professional development plan with associated training and mentoring opportunities.
- Pension: You will be entitled to join UP Projects pension scheme after completing a three-month probationary period.
- Access to new networks through the projects you may be involved in.
- Access to a shared office environment and a work laptop.

Terms

- **Line Management:** You will report to UP Project's Founder & Artist Director.
- **Salary:** £30,000 pro rata (equating to £12,000 per annum when working two days per week).
- **Hours:** 10am to 6pm (reasonable requests for flexible working can be negotiated and supported. There may be occasional evening work required though we offer time off in lieu in these cases).
- **Holidays:** 25 days holiday pro rata per annum (equating to 10 days per annum when working two days per week) not including bank holidays plus an additional day on your Birthday!
- **Contract terms:** This is a fixed term contract for one calendar year.
- **Notice period:** Eight weeks.
- **Location:** Currently UP Projects work from a shared office space (Work + Play, 111 Seven Sisters Rd, Finsbury Park, London N7 7FN). We come together twice a week on Monday and Thursdays with employees currently working from home for the rest of the time. If you prefer to work more often within an office environment this can be arranged.
- **Home working:** A working from home stipend is offered.



Our commitment to Equity, Diversity and Inclusion

UP Projects is committed to creating and sustaining a productive, safe and inclusive working environment. We expect everyone who works with us to champion this ambition and embed it in their day-to-day work. We recognise that a diverse workforce brings a greater range of lived experience and insights that helps the organisation to better understand our audiences, communities, artists, partners, and client base. It also generates a richer mix of ideas and talents.

Three recent surveys of the culture sector, undertaken by [CVAN & Iniva](#), [Art Fund with Museum X and Culture &](#) and [Ixia \(Public Art Think Tank\)](#) demonstrate a continued lack of diversity within the sector's workforce. For over a decade UP Projects has been committed to removing barriers of access to career opportunities within the arts, evidenced through our [Constellations](#) learning & development programme, and our artist selection processes.

We therefore recognise that access to opportunities in the culture sector can be challenging, particularly for those from low socio-economic backgrounds or with protected characteristics that are underrepresented in the cultural workforce. We also recognise that the causes of disadvantage do not exist independently and that a combination of intersecting identities can increase these challenges.

UP Projects takes a positive action approach to recruitment, and we encourage applications from people with backgrounds currently underrepresented within our organisation to apply. We are particularly interested in hearing from people s from the Global Majority, the LGBTQIA+ community, and who identify as coming from a low socio-economic background.



Beach Hut in the Style of Nicholas Hawksmoor, Pablo Bronstein, 2014. Image: Hydar Dewachi



Gut Feelings Meri Jaan, Jasleen Kaur, 2021. Image: Film Still

Environmental Sustainability

As a socially engaged charity, we are dedicated to maintaining and improving upon our approach to environmental sustainability which relates to all areas of the charity's ethos, policy and practice and we acknowledge that is part of our journey towards becoming a more equitable and inclusive organisation. We believe that the climate crisis is an urgent issue and we recognise the importance of responding to the global changes of climate change and securing environmental sustainability that currently is disproportionately affecting communities in the global South.

UP Projects is committed to the active implementation of its Environmental Policy and Action Plan within its physical and digital programmes of work, administrative and operational processes and collaborative partnerships. We are members of the Gallery Climate Coalition and have pledged to work towards collectively reducing our industry's carbon emission by at least 50% by 2030. We would be happy to share our Environmental Policy and Action Plan with you should you wish to see further information.

How to apply

Please send a current CV and a cover letter that clearly outlines the following:

- Why you are interested in the role
- How your experience matches the essential requirements set out in the 'person we are looking for' section. (please give us examples that illustrate your points)

Please refer to the job description to help focus your answers. We would also be interested in hearing about any barriers you may have faced in developing your career within the arts sector.

Once ready please send the following to workwith@uprojects.com:

- Your up-to-date Curriculum Vitae (CV)
- Your cover letter
- Your completed Self Declaration Form

We are open to video submissions instead of a cover letter if this is preferable to you. In this case, please send a video file of no more than 10MB to workwith@uprojects.com.

Support to apply

Please contact us on workwith@uprojects.com if you are experiencing any difficulties with the application process or wish to understand more about the role and to see whether your past experience suits the role we are looking to fill.

The deadline to apply

The deadline to apply is midnight on 29th October 2023. Interviews will be held on Tuesday 14th November 2023 at which you will be asked to carry out a short task related to the role. We will discuss any specific access needs or adjustment requirements with shortlisted candidates.

We regret we are unable to get back to all candidates that apply and will only be contacting successful applications who are shortlisted for interview.

UP Projects contact details:

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