



Invitation to Express an interest in Facilitator for Artists Care Exchange (ACE)

**Closing date for receipt of expression of interest:
Tuesday 2nd August 2022 at 5pm**

Introduction

Age & Opportunity

Age & Opportunity is the national organisation that provides a range of opportunities for older people who want to get more involved in arts and culture, sport and physical activity, civic engagement and personal development.

Our aim is to enable the best quality of life for us all as we age, where we can be more active, more visible, more creative, more connected and more confident.

Age & Opportunity Arts provides opportunities for older people to be more creative more often, to create meaningful participation and representation for all older people in cultural and creative life and to demonstrate and celebrate how our creative potential can improve with age.

Specifically, our Arts programme aims to support and resource artists, arts participants/audiences and arts organisations in a) creating greater **access to and representation** in the arts for older people, b) raising the **standard** and knowledge-base of the arts & ageing sector, and c) increasing the **visibility of and advocating** for the sector. We do this through our annual Bealtaine Festival which is Ireland's month-long (May) national festival celebrating the arts and creativity as we age and our Resource and Development Programme.

Resource and Development

Through our Resource and Development programme we aim to work in the following areas:

- Audience Development: to encourage and facilitate *more diverse older people* to participate in the arts, to enhance the experiences of current audiences and to increase the opportunities of existing participants;
- Artist Development: to support the careers and visibility of *older professional artists*, offer more peer to peer supports and opportunities to develop and show new work;

- Organisation & Arts Practice Development: to generate information on the sector, support and inform arts organisations who prioritise (or wish to prioritise) older people and raise the standard of arts practice more generally in the area of the arts and older people;
- Impact: to maximise opportunities to influence national and international policy in the creative ageing sector in Ireland.

Artists Care Exchange (ACE)

Age & Opportunity is seeking expressions of interest from key individuals with an interest and background in the arts and older people in a care context, to act as facilitator for a new Age & Opportunity Arts initiative, the Artists Care Exchange (**ACE**). We wish to appoint a facilitator from September to December 2022.

ACE will offer six professional artists who work in care settings and/or with older people an opportunity to exchange information, advice, and experiences in a group situation, whilst also learning from a range of experts in the social, medical, and arts fields. Participants will sign up to six facilitated sessions. Each session will comprise of delivery on a specific topic delivered by an expert and a coffee and chat session, with a specific focus on arts and ageing in care. There will also be an online speed mentoring session, giving participants the opportunity to learn further from more experience artists.

The purpose of the facilitator is to work with the Age & Opportunity team to plan, manage, and host the six facilitated Zoom sessions and devise an online speed mentoring session for a group of artists between October and December 2022 as part of this new initiative.

Specifically, the ACE facilitator is required to:

- Under the direction and guidance of the Arts Programme Manager plan the overall structure of the initiative and secure expert speakers for each of the six Zoom sessions and the online speed mentoring session;
- Manage the initiative including scheduling and hosting of Zoom sessions;
- Liaise and manage the communications with all speakers and attendees;
- Work according to the agreed budget with the Arts Programme Manager;
- Develop written agreements in relation to all partnerships entered into by Age & Opportunity related to this initiative (unless otherwise specified);
- Write the relevant printed programme copy and supply information to the Communications Manager on the overall initiative and included sessions as needed;
- Liaise with the Arts Programme Manager and any other Age & Opportunity staff throughout the process as requested;
- Attend planning/update meetings as and where necessary.

Breakdown of sessions

This is the current plan for the structure of the initiative, to be finalised in discussion with the ACE facilitator:

1. Introduction session focussing on artist perspective and experience
2. Care setting perspective and information session
3. Working in healthcare settings (including focus on Azure, Age Wise, and Dementia Training)
4. Research and evaluation training session
5. Finance, funding, and grant application session
6. Working in hybrid or online contexts

Plus one online speed mentoring session matching experienced artists with artists from the ACE initiative.

Fee for this contract

The budget for this contract is a maximum of €3,000 for the equivalent of 10 days of work to facilitate and prepare this initiative, inclusive of all costs.

Budget for the ACE initiative

There is a budget allocated for both ACE speakers and the online mentoring sessions.

Expression of interest requirements

The expression of interest should provide the following information:

- 700-word proposal outlining ideas and plan for the initiative (ideally based on the six sessions outlined above) for ACE 2022;
- Current Tax Clearance Detail;
- An outline of any added value or additional information you think is relevant.

Tax Clearance

The successful applicant must be in possession of a valid tax clearance certificate for the duration of the contract. Such a valid tax clearance certificate from the Irish Revenue Commissioners must be produced by a successful applicant before execution of the contract. A valid tax clearance certificate means a tax clearance certificate issued by the Irish Revenue Commissioners, and applicants not resident in Ireland must make application to the Irish Revenue Commissioners for such a certificate if their expression is to be considered.

Insurance

The successful applicant must produce valid public liability insurance and indemnify Age & Opportunity.

Selection Criteria

Expressions will be evaluated on the information provided. Expressions received will be marked out of 100 as follows:

Award Criteria	Weighting %
Proposed process and framework for delivery of initiative	30
Demonstrated understanding of the brief	30
Experience and track record	30
Added value	10
Total	100

Based on the above criteria, you may be asked to meet with Age & Opportunity on the week beginning 15th August online via Zoom.

Age & Opportunity shall notify you as soon as reasonably practicable and in any event by 26th August.

Closing date for receipt of expressions of interest: Tuesday 2nd August 2022 at 5pm.

Please submit your expression of interest to:

Madison Riffin, Arts Programme Administrator, at arts@ageandopportunity.ie

Late applications will not be accepted.

Funded by

