



Friends  
of  
Jaywick  
Martello  
Tower



## *From the Trenches to Tending* Freelance Artist Contract Scope

**Fixed Term:** Eight Month Contract

**Rate of pay:** Payment will be £3000 for 15 days work. Fee includes all travel and expenditure

**Material Budget:** £500

**Project timescale:** August 2015 to March 2016

The Friends of Jaywick Martello Tower are looking for a freelance artist to lead a community creative response on a new World War One Heritage Lottery Funded project, '*From the Trenches to Tending*'. The final response will be part of an exhibition at Jaywick Martello Tower in March and April 2016.

'*From the Trenches to Tending*' marks the Centenary of the First World War, this project will enable local people in Tending to come together to preserve the memories and heritage of the people who lived through the First World War. Volunteers will collect photographs, newspaper clippings, documents, letters and keepsakes, as well as family tales passed down to help them build a clear picture of what life was really like, at that time.

The work will entail;

- Leading a series of creative workshops inspired by the project research
- Inspiring workshop participants to produce the creative response
- Managing materials budget
- Documenting workshops
- Recording progress for evaluation
- Reporting to the Project Co-ordinator and Steering Group
- Travel may be required

Experiences beneficial to the roles include:

- Project management
- Working with communities
- Working on heritage project
- IT skills including word, excel

Applicants must be self-employed with liability insurance of £5 million and be willing to have a DBS check for safeguarding policy.

**Context:**

Jaywick Martello Tower (JMT) is a unique arts, heritage and community space. The Tower was built during the Napoleonic War as part of a system of defences along the south east coast. It is now classified as a scheduled ancient monument and a grade two listed building. JMT plays a pivotal role within the local community and surrounding areas of Jaywick and is a key tourist destination, attracting an average of 7,000 visitors per year. The Tower delivers a programme of exhibitions, workshops, talks and events.

The Friends of Jaywick Martello Tower were set up in 2007 to assist with the accessibility of Jaywick Martello Tower (JMT) for public benefit of recreation and learning. Help the professional staff towards inclusive interpretation, exhibitions, events and workshops at JMT. Assist with the promotion of JMT as a community venue and tourist attraction. Support Essex County Council (ECC) in the management and sustainability of JMT.

**Key dates and Timescales:**

Deadline for applications: Tuesday 23<sup>rd</sup> June, midday

Postal or email applications received after this date and time will not be considered.

Interviews: Monday 6<sup>th</sup> July

Commission commence: Monday 20<sup>th</sup> July

**How to apply:**

Please send your CV, example of previous work and a proposal (maximum 2000 words) to the Tower Manager, Kerith Ririe for the attention of the Friends of Jaywick Martello Tower.

Email: [kerith.ririe@essex.gov.uk](mailto:kerith.ririe@essex.gov.uk)

Address: Jaywick Martello Tower, Belsize Avenue, Jaywick, CO15 2LF.

For any enquiries please contact via the above email or call the following number

Tel: 01255 822783