

# CFW/LICC

## Team Member

# Recruitment Pack

[www.cfw.wales](http://www.cfw.wales)

@CFWCymru

### Who are we?

**Cultural Freelancers Wales / Llawryddion Celfyddydol Cymru** is a diverse and bilingual collective which strengthens the voice of freelancers working in culture in Wales.

We are freelance-led and freelance-run, and our current team members are Angharad Davies (they/them), Becky Johnson (she/they), Jenny Mathiasson (she/they/hi/nhw), Jeremy Huw Williams (he/him/ef/fe), and Krystal Lowe (she/ her).

### Why did we set up?

We set up in 2020 in response to the Covid-19 pandemic which disproportionately affects freelancers, who make up over half the cultural workforce in Wales. Our recent report *Road to Recovery?* demonstrates that

the situation is still very bleak for many freelancers in Wales, with half of freelancers losing over 80% of their work during 2021. We notice a shift in our work from responding to the Covid-19 crisis to collaborating in order to address systemic issues which freelancers face.

We were previously known as Wales Freelance Taskforce / Tasglu Llawrydd Cymru when we set up in 2020, and have continued our work to date as [Cultural Freelancers Wales / Llawryddion Celfyddydol Cymru](#) thanks to contributions from cultural organisations and funding from Arts Council Wales. This next phase of our project is fully funded until October 2023.

## What do we do?

We amplify and respond to the cultural freelance community in Wales, of which we are a part, ensuring contact through discussions, focus groups, and our events. We run a range of projects, provide information and resources, offer peer support, and implement much-needed advocacy and policy work.



### Our work to date includes:

- Meeting over 250 freelancers in focus groups: listening and responding to freelancer needs and concerns which directly inform our work.
- Creating spaces for freelancers to talk with one another and formulate new ideas in a series of *Our Freelance Future* workshops online.
- Launching a Wales-wide initiative to map the locations and skill sets of over 350 freelance arts workers, in collaboration with [Clwstwr's Creative Economy Atlas](#).

- Offering 18 professional development placements.
- Commissioning a 2022 study, [Road to Recovery?](#), presenting data on the current situation for freelancers. Our 2021 study, [Rebalancing and Reimagining](#), influenced National Theatre Wales' Strategic Plan and was discussed at board level in multiple organisations, including the Arts Council of Wales.
- Facilitating a series of free Upskilling Workshops for freelancers by freelancers, and free Well-being Sessions for freelancers with Mind Newport.
- Advising the Welsh Government on the freelance sector in Wales and their upcoming Freelance and Public Sector Pledge.
- Developing strategic partnerships with sector-wide organisations within Wales and across the UK.

## How we do it?

We operate in a non-hierarchical structure where collective responsibility and self reflection is a big part of the culture. We each produce projects to gain insight and facilitate with freelancers (often with one other team member to offer support) and we focus on ensuring team members feel supported to lead on their agreed tasks and empowered to take decisions for the team while lending their expertise to others.

We work closely with our partners Arts and Business Cymru, Disability Arts Cymru, people make it work, and Race Council Cymru.

## What do we plan on doing?

Between August 2022 - October 2023 we will continue the vital work we have started, and deliver these ambitious plans which build on our work and reach:

- Deliver Upskilling Workshops for freelancers.

- Provide free Business Development Placements for freelancers with Arts & Business Cymru.
- Host regular Networking Events across Wales, building on our current networks and strengthening community and resource sharing across Wales through both localised regular networking sessions and a larger conference style networking event.
- Freelance Futurism Commissions: produce a series of commissions for freelancers (open call) to create transformative, grassroots projects which target challenges within their area or field.
- Develop the Freelance Mapping layers of [Clwstwr's Creative Economy Atlas](#) and increase the number of freelancers mapped.
- Running a survey and publishing a 2023 Report on freelancers across the cultural sector. This builds on our 2020 and 2022 reports to create a long term, data-led picture of the impact of the pandemic on freelancers working in culture in Wales.
- Continuing our advisory work with industry bodies and government, ensuring the freelance voice is heard and arguing a coherent case for support for freelancers.

This programme of work is based on the views of freelancers, as expressed in our freelance focus groups and surveys during 2021. We notice a shift in our work from responding to the Covid-19 crisis to collaborating in order to address systemic issues which freelancers face.

## Job Description

Cultural Freelancers Wales / Llawryddion Celfyddydol Cymru are looking for a **Facilitator** to join the collective on a freelance basis from May 2023 - October 2023.

## Who are we looking for?

We are looking for people who are passionate about supporting freelancers who work in culture and who enjoy working as part of an agile team.

We're looking for people with some of the following traits:

- Empathetic outlook
- Creative strategic thinking
- Facilitation and co-ordination skills
- Good timekeeping
- Thorough work ethic
- Self-motivated

We're working to ensure our team represents a diverse range of freelancers and are therefore particularly interested in hearing from:

- Deaf and/or disabled freelancers
- Freelancers of the Global Majority
- Confident Welsh speakers and/or those passionate about the Welsh language (could be learning Welsh)
- Freelancers in the later part of their career
- Those based in rural areas

## Access

If you need any support with your application, please contact [hello@cfw.wales](mailto:hello@cfw.wales) or call/text Jeremy on 07771 822545.

We welcome applications in any format, for more details please see 'Application Process' section at the end of this pack.

Anyone who works with us can receive support from our dedicated disability access fund.

## Team Member: **Facilitator**

You will work as part of a dynamic and culture-loving team to support the work of the collective, support team members with collective problem solving, and lend the expertise you have where necessary. Weekly meetings are attended by all team members where possible, and evaluation is built into the project timescale. Each team member has the responsibility to liaise with a partner and/or funder.

*Help design the future of **CFW/LICC***

We are currently operating on a grant-by-grant basis, but we seek to move forward to become a fully realised and sustainable charitable organisation. Along with fellow team members, you will be establishing how such an organisation will be governed, what kind of work it will do, how the team will work, and any other questions that arise. This is an opportunity to think creatively and feed into, and be a part of, the next stages of an innovative organisation. Please tell us if you have experience or knowledge of applying for charitable status or organisational structures.

Key Responsibilities: **Facilitator**

*Freelance Futurism Commissions*

Working in conjunction with other team members, you will support Freelance Futurism Commission creatives throughout their commission term.

*Upskilling Workshops*

*Working alongside other team members, you will support the planning and facilitation of Upskilling Workshops.*

## Fees

All Team Members at CFW/LICC are paid on invoice:

£200 a day (8 hours)

£25 an hour

## Time Requirements

### Core hours

New Team Members will be required to make themselves available to attend our weekly team meeting (1 hour per week/4 per month) and work roughly 2 hours per week on general business. This is a total of 1.5 days per month.

### Project hours

As well as 1.5 days per month of core hours, some additional days will be spent on specific projects. However, these will be allocated by mutual agreement of team members and discussed during weekly team meetings.

## Dates and Location

Start date: 8 May 2023 or as close to this date as possible.

End Date: 31 October 2023.

The flexibility offered around the role should ensure that there is space for you to continue other commitments. All current team members work as freelance culture workers while balancing CFW/LICC commitments.

Location: Some remote working with some face to face work, depending on projects.

## Application Process

Please send either a short covering letter (of no more than 300 words) or a voice note/video (no more than 3 minutes) detailing how you meet the brief/s described above, to [hello@cfw.wales](mailto:hello@cfw.wales).

Please write 'Team Member Application' in the email subject line.

Closing Date: 10am, Tuesday 11 April 2023

We will let all applicants know the status of their application by 17th April 2023.

Interviews: week commencing 24 April

All interviews will be conducted on Zoom. The panel will include current CFW/LICC team members and an associate from our partner organisation, people make it work, Lesley Rossiter (she/her).

All interviewees will be sent the interview questions two days in advance; we do not, however, expect interviewees to prepare anything in advance.

Interviews will be no longer than 30 minutes. If you are invited to an interview, we will ask you in advance to let us know if you have any access requirements and we will arrange and pay for access support for you to attend the interview.

We will let all interviewees know the outcome of the interview by Monday 1st May 2023.

If you need any support with your application, please contact [hello@cfw.wales](mailto:hello@cfw.wales) or call/text Jeremy 07771 822545.

If you would like a chat about these roles or have any further questions, please email [hello@cfw.wales](mailto:hello@cfw.wales) and we will be happy to chat.

We look forward to hearing from you!