

Artsmark Podcast Producer

Brief

A New Direction is looking to contract a Podcast Producer to support the creation of our new Artsmark Podcast series.

Introduction

A New Direction is a not-for-profit organisation that exists to ensure that all children and young people in London can develop their creativity and play an active part in the culture and heritage of the city.

Artsmark is the creative quality standard for schools, accredited by Arts Council England. It provides a clear framework for teachers to plan, develop and evaluate arts, culture and creativity across the curriculum and beyond.

A New Direction supports London schools throughout their Artsmark journey, offering expert guidance, advice and training.

About the podcast series

We envision each podcast being approximately 20-30 minutes and following the same format –

- Opening music
- Brief introduction from A New Direction to the podcast, episode theme and episode guests
- Brief introduction from organisation and school
- Q&A – A New Direction host will facilitate conversation and ask questions, which will be agreed during planning meetings
- Round up, sign posting
- Closing music

The podcasts will be hosted by a member of A New Direction's Artsmark team, and they will facilitate a conversation and questions between an arts organisation or artist, an Artsmark school and pupils.

The role

We are looking to contract an individual to edit and produce the podcasts series. Recording of the podcasts will take place remotely over Zoom. The individual contracted should have access to all equipment needed to edit podcasts.

We are open to working with individuals who are early on in their podcasting career as well as those more established.

Fee

Up to **£3,000 including VAT** to cover;

- Initial Planning meeting with A New Direction
- Attending 6 podcast recording sessions
- Editing of podcast
- Sharing with A New Direction for amendments
- Re-editing if any amendments made
- Sharing final podcasts with A New Direction

Timescales

- Initial planning meeting: July 2021
- Liaising with A New Direction via email: July – September 2021
- Podcast recording sessions: September – early October 2021
- Editing – October – November 2021 (please note the first episode will need to be available to share by 1st November 2021)

Proposals should be submitted to the Artsmark Team artsmark@anewdirection.org.uk by **5pm, 30th June 2021**.

Proposals should include a short description of your experience producing podcasts, a link to an example podcast you have produced and a budget breakdown.