

Warwickshire Libraries NPO Recruitment Pack



Warwickshire Libraries

#LETSCREATE

**LOVE
YOUR
LIBRARY**





Alcester Library and Museum

Introduction

Warwickshire Libraries have recently become a National Portfolio Organisation, directly funded by The Arts Council England, to deliver a range of programmes and activities.

We are looking for four new colleagues to take the NPO forward over the next three years:

- Library Delivery Lead (NPO Creative Director - 22.5 hours) -In Post
- Programmes Librarian/Producer (full-time - starting July 2023)
- Senior Customer Services Assistant (NPO Coordinator - part time)
- Apprentice (full-time)

This is an exciting opportunity to join a team widely known for its innovation and can-do approach to delivering services local people, and visitors, want and will use.

Warwickshire Libraries are reviewing their recruitment processes. Broadly speaking, we want to attract a more diverse range of applicants interested in joining our public services - people of different ages, ethnicities and educational backgrounds, from all parts of the wider community - who can bring fresh ideas and new perspectives to the work we do.

That's not to say previous work experience isn't important - more that we aim to take a whole person approach to recruitment at all levels.



Grand Union Canal



Atherstone Outdoor Art Exhibition

Becoming an NPO

As the first library service in the West Midlands to become a National Portfolio Organisation (NPO), Warwickshire Libraries will be funded directly by The Arts Council England (ACE) for three years, with the opportunity to reapply at the end of the period.

It is both an honour and an accolade to be awarded NPO status. The Warwickshire family of NPOs includes the Royal Shakespeare Theatre, Shakespeare Birthplace Trust, Live and Local, Motor Heritage Centre and Motionhouse - so we are in good company. ACE describes NPOs as "leaders in their areas, with a collective responsibility to protect and develop our national arts and cultural ecology."



Warwickshire Libraries Collage

The NPO award will provide funding - on top of the service's Warwickshire County Council budget - for additional activities and programmes to extend and enhance our arts, heritage and culture offer across the county, particularly focusing on areas of greater need.

It will also, most importantly, allow us to plan service spending over a three-year term with certainty and ambition.

NPO Ambitions

Our overarching ambition is to grow and develop a high-quality cultural offer for the people of Warwickshire that delivers against County Council priorities, ACE's Let's Create programme and four investment principles:

- inclusivity and relevance
- environmental responsibility
- dynamism
- ambition and quality

In essence, the NPO is about making arts and culture more attractive and accessible to all Warwickshire residents, wherever they live, whatever their circumstances or previous levels of engagement.

Levelling Up

The Warwickshire Libraries NPO will focus heavily on the levelling-up agenda. The NPO team will support County Council ambitions towards narrowing gaps and creating equality of opportunity for all Warwickshire residents - but particularly rural communities, young people, and those living in less advantaged parts of the county.

Seventeen of the 22 Warwickshire areas identified for levelling-up are in the Nuneaton and Bedworth district. The NPO team will be based in the town of Nuneaton where we are building a new £19 million Library and Business Centre as part of a major regeneration programme.



Fantastic Fun-with Words Festival Pirates

For more information on County Council policy on levelling-up see:

<https://api.warwickshire.gov.uk/documents/WCCC-970487194-271>

<https://api.warwickshire.gov.uk/documents/WCCC-808477336-692>

Governance and Staff

The Warwickshire Libraries NPO will have a separate oversight board, in place by April 2023, and employ a team of four staff. The process begins in January 2023 with the recruitment of a part-time Creative Director, to be in post by May 2023.

All four appointments will be for an initial three-year term, with potential for extension if ongoing funding is secured.



Warwickshire Heritage Learning



Atherstone Library

NPO Team Vacancies

NPO Programmes Librarian (Producer) Scale J £32,020 - £34,723 Full-time Postholder starting in July 2023

The successful applicant will work closely with the Creative Director and will be responsible for programming activities and events within libraries and other outreach settings.

He or she will also work closely with the Libraries Reading and Learning Team to ensure a co-ordinated approach to maximise impact.

The post-holder will also be responsible for stakeholder liaison and developing partnerships with the creative sector and local organisations.

For more information and how to apply go to:

[NPO Programmes Librarian \(Producer\)](#)

Senior Customer Services Assistant (NPO Coordinator) Scale F £22,369 - £24,054 (Pro-Rata) 24.5hrs

This is a pivotal role co-ordinating activities and events, and helping with promotion.

The post-holder will co-ordinate NPO Board meetings and support administration.

The post-holder will also be responsible for evaluation and analysis of programmes, activities and events.

Closing Date: Monday 3rd July 2023.
Interviews: Wednesday 19th & Thursday 20th July 2023

If you have any enquiries about the posts please contact:

Lucy Carlton Walker
NPO Creative Director
E: lucycarlton-walker@warwickshire.gov.uk

NPO Apprentice Full-time

The successful applicant will support the delivery of an innovative programme of arts and cultural activities and events across the county.

The post-holder will be supported to gain new skills and experience.

The post-holder will have an opportunity to study for a Libraries and Information qualification. Time will be given to undertake this learning, which will be funded.



Highly Sprung Theatre Group at Rugby Library

“Libraries are trusted, creative spaces at the heart of their communities, free to enter and open to everyone – and we’re delighted to be welcoming Warwickshire Libraries to the portfolio for the next three years. I look forward to seeing even more people visiting their local libraries across Warwickshire, reading and enjoying creativity together.”

Peter Knott, Area Director for Arts Council England

Activities Programme

Arts Award

Develop our support for young people wanting to deepen their engagement with the arts, build creative and leadership skills and achieve a national qualification during 2023-2026.

Bhangra Beats

A programme of storytelling, movement, and dance for under 5's across libraries, to support health and wellbeing in 2023-2026.

Body in the Library

Piloting income generation and broadening participation through literary themed murder mystery nights in libraries and in other historic settings.

Green Futures

Annual reading festival in country parks across Warwickshire. Storytelling to provide a focus on health and wellbeing, as well as culture and reading.

Hidden Stories

Inclusive and representative narratives that celebrate diversity and strengthen people's sense of place and community.

Human Library

Support wellbeing and cohesion through creative self-expression; reach new audiences - original and progressive, supporting inclusion agenda.

Let's Make Digital

Across 2023-2026 we will extend our current 'Let's Make' Digital offer with new and emerging digital arts and technology commissions, building digital creative skills and capacity for staff and communities.

Shakespeare 400

We will celebrate the 400th anniversary of the First Folio of Shakespeare in 2023 by taking a facsimile edition on a canal tour - stopping at places close to libraries and working with key partners.

Warwickshire Reads

We will secure sponsorship and deliver a countywide digital and physical reading initiative for all - including a countywide competition, led by communities, to select one adult and one children's title.



Let's Make Space in Rugby Library



Fantastic Fun with Words Festival

About Warwickshire

Shakespeare's County is a great place to live and work with plenty to do, see and enjoy. The county covers an area of around 760 square miles and has several large towns but no city.

However Coventry - City of Culture in 2022 - is approximately 10 miles from Warwick, and Birmingham - which hosted the Commonwealth Games in 2022 - is about 30 miles from the county town.

The University of Warwick is actually located on the southern edge of Coventry, close to the Warwickshire town of Kenilworth.

Warwickshire is a green county (64% rural) - with a rich heritage and culture, and one of the fastest-growing economies in the country.

We have good schools, plenty of green public spaces, and a long list of world-famous attractions including Warwick Castle, the Royal Shakespeare Theatre, and Compton Verney Art Gallery.

Being at the heart of the Midlands motorway network makes it relatively easy to travel further afield.

About Libraries

Warwickshire Libraries are one of several universal, public facing services managed by Ayub Khan MBE within the Business and Customer Support section of the Resources Directorate. These include Meet and Greet, Library and Information Services, Registration Service, Heritage and Culture, and Communities and Partnership - all of which provide frontline services to the residents of Warwickshire.

We have 18 council-run libraries, three mobile libraries and a Schools Library Service, plus reading and learning, digital and outreach teams - and have recently introduced a tablet lending scheme. We also support a vibrant network of 13 social enterprise libraries, and our services actively involve hundreds of volunteers. We have been fortunate to have been awarded Capital Investment in order to update our estate and technology, and have plans for a flagship £19 million Library and Business centre in Nuneaton, as part of a major Transforming Nuneaton redevelopment scheme.

The service is part of the British Library's Living Knowledge Network and has a crucial role to play in delivering the Warwickshire Heritage and Culture Strategy 2020 - 2025 and allied Warwickshire Waterways Strategy. Both are key five-year strategies for the County Council, shaped around three main themes: health and wellbeing, sense of place and economic vibrancy.

Our work and programmes need to meet the key priorities of the Council Plan, which are:

- To have a thriving economy and places that have the right jobs, skills, education and infrastructure.
- A county where all people can live their best lives; where communities and individuals are supported to live safely, healthily, happily and independently.
- Sustainable for the future, which means adapting to and mitigating climate change and meeting net zero commitments.

Key themes in our NPO programme support all of the above.

