**Hastings & Rother Arts Education Network**

**5 Year Business Plan and Funding Strategy**

**Consultant brief**

Hastings and Rother Arts Education Network (HRAEN) is a non-profit organisation that seeks to bring together schools, artists and cultural organisations from within Hastings and Rother to ensure its young people have access to the best possible cultural offer at all times.

HRAEN has a catchment of 59 primary and 9 secondary schools of which 40 schools engage on a regular basis with HRAEN. This network, operational since 2012 is managed by a steering group comprising representatives from each of the following:

* Two primary schools (one Rother, one Hastings: Chantry Primary School, Silverdale Primary Academy.
* One secondary school and one sixth form college (one Rother, one Hastings) : Helenswood ARK Academy, Bexhill College
* One cultural organisation: De La Warr Pavilion
* One cultural education organisation: Culture Shift
* Two local authorities: Rother District Council & Hastings Borough Council

Besides delivering regular teacher / artists networking events, HRAEN devises, fund raises and delivers bespoke cultural projects in schools and colleges, arts projects including CPD for teachers, advocates and gives guidance on Arts Award and Artsmark and runs a website with information on all aspects of arts in colleges and schools.

Further to this HRAEN is part of the Hastings and Rother Cultural Education Partnership (CEP) delivering on Health and Wellbeing. In managing this strand of work HRAEN has had to refocus its priorities to engage fully in the health agenda. Having commissioned a report on Culture, Health and Wellbeing in school we now have an action plan attached to recommendations arising from the report that will need incorporating into an overall 5 year plan.

Following 5 years of successful delivery, HRAEN is now poised to establish itself as a Charitable Incorporated Organisation and as part of this process wishes to develop a 5 year Business Plan and Funding Strategy to clearly set out the organisations aspirations. HRAEN therefore seeks to employ a consultant to develop a 5 year business plan with accompanying Funding Strategy.

The successful consultant will:

* Consult with the HRAEN steering group to devise a draft 5 year business plan for HRAEN.
* Devise a fundraising plan to deliver the objectives identifies in the business plan.
* Deliver both pieces of work in draft to the HRAEN steering group by the last week of June and the final Business Plan and Funding Strategy by 13th July 2018.

The ideal candidate will be someone who has:

* Proven skills in arts and education fundraising.
* Knowledge and experience of strategic thinking and writing business plans.
* Communication skills to gather relevant information for strategic planning.
* The flexibility and ability to appreciate HRAEN’s particular organisational strengths and situation in order to help find an appropriate way forward.

Deliverables:

We expect to have a PDF of both fundraising plan and business plan complete with any images and logos by the final deadline.

We expect the consultant to present the plans to a suitable HRAEN meeting as part of this contract.

Details of any contacts and potential partners coming forward in the development of the plans will be passed to HRAEN.

Contract detail:

We anticipate that this contract will involve approx. 10 days work over a period of 2 months.

There is a one-off all-inclusive fee for this work of £5,000 payable in 2 parts.

To apply, please send a CV with covering letter detailing examples of previous work in business planning, fundraising, working in arts and/ or education, to: [mhambridge@hastings.gov.uk](mailto:mhambridge@hastings.gov.uk).

The closing date for applications is 19th April 2018 at 5pm. We expect to hold interviews in the week beginning Monday 23rd April 2018.

For an informal discussion, please contact either:

Melanie Powell: Cultural Development Officer Rother District Council on 01424 787506 [melanie.powell@rother.gov.uk](mailto:melanie.powell@rother.gov.uk) (please note I am away until 16th April)

Michael Hambridge: Arts & Cultural Development Officer on 01424 451790 [mhambridge@hastings.gov.uk](mailto:mhambridge@hastings.gov.uk).

Further information about HRAEN: [www.hraen.co.uk](http://www.hraen.co.uk)