

Network Coordinator (Freelance) Brief

Fixed Term, 12 month contract, February 2025 to January 2026

Photo Connect: Championing Photography across the North of England

Context

Over the next 12 months Impressions Gallery, Open Eye Gallery and Side Gallery, will work with a Coordinator to establish a new pilot network across the North for photographers and organisations that are working with photography.

Specifically, the Photo Connect network aims to support those interested in amplifying or expanding photography provision across the North. It is open to anyone wishing to collaborate - individuals, community groups, organisations and educational institutions - and will provide mechanisms to:

- Share information about photography exhibitions, workshops, and events, across the North.
- Manage Photo Connect communications e.g. Instagram account.
- Share information from photography courses in the north.
- Share photography related news and opportunities.
- Support bespoke carbon literacy training for photographers.
- Provide at least one Photo Connect networking event in each of the 3 north areas North West, Yorkshire and North East.
- Champion the benefits of collaborating to increase reach and impact.
- Better understand the current photography ecology and demand for increased provision.

The Role

We know that photography is under-funded in the north, with just two organisations receiving core support from Arts Council England - Impressions Gallery and Open Eye Gallery – which is at odds with the public’s engagement and interest in photography.

The Coordinator role is critical to establishing the network and driving forward this ambitious 12 month year-long pilot. The Coordinator will provide managerial capacity to identify the photography ecology across the North, connect with potential collaborators, and play a key part in planning and delivering the aims and objectives of Photo Connect.

Working Relationships

Flexible, hybrid and collaborative working is planned, in liaison with Impressions Gallery, Open Eye Gallery and Side staff. The Coordinator will be line managed by the budget holder, Impressions Gallery. They will be expected to plan and organise workload against an agreed project management timeline and lead day-to-day delivery, including communication with network collaborators.

Main Duties

Planning and establishing the network

- The Coordinator will work closely with Impressions Gallery, Open Eye Gallery and Side Gallery staff to develop plans for a manageable network, establish mechanisms for delivery, clarify responsibilities, and ensure we have the required input to launch the network, including:
 - Identifying target collaborators.
 - Establishing a representative voluntary steering group.
 - Engaging collaborators, where relevant, to plan and support marketing and promotional activities related to the network soft launch.

Delivering Photo Connect

- Managing communication with collaborators.
- Collating and sharing activity via agreed communication mechanisms.
- Working with Impressions Gallery, Open Eye Gallery and Side Gallery to enable an event in each area, which may or may not be hosted by them.
- Collating and sharing qualitative feedback and quantitative statistics on attendance.
- Working with the steering group to enable evaluation of network activity.

Project management skills and capacity

- Working closely with Impressions Gallery, Open Eye Gallery and Side Gallery to organise steering group meetings.
- Working with the steering group/collaborators as relevant to negotiate venues, capacity and other resources necessary to deliver the networks activity.
- Working with Impressions Gallery, Open Eye Gallery and Side Gallery on budget planning, and Impressions on financial control to ensure that network activity is delivered in a cost-effective way and within agreed budgets.

Fee

- £180 per day, paid over 12 months exclusive of VAT.
- The Network Coordinator will be expected to work 8 days per month and to plan this time according to demand and activity. You will have to work some evenings and weekends.
- Funds are available for expenses and network activities.
- This is a freelance role, and the Network Coordinator will be responsible for paying their own tax and national insurance contributions.

Essential Skills and Experience

- Enthusiasm for and knowledge of photography and the photography sector.
- The ability to strongly advocate for photography in all its forms.
- A track record of coordinating projects with multiple stakeholders.
- Excellent, and evidenced, project management skills.
- The ability to support collaboration.
- Excellent written and verbal communication skills facilitating input from a broad range of stakeholders.
- Experience of managing budgets.
- Experience of coordinating evaluation.
- Experience of work within the cultural sector in the North is desirable.

Essential Requirements

- Registered as self-employed, or a willingness to do so if in role.
- Willingness to travel around the north of England, as required.

Photo Connect is committed to inclusive working practices and encourages diverse perspectives. We therefore welcome applications regardless of race, ethnic or national origin, sex, marital status, sexual orientation, disability, neurodiversity, gender identity or expression, religious beliefs or age. We particularly welcome applications from individuals from backgrounds that are under-represented in the photography sector.

NB: The role holder will largely work remotely, with access to office facilities in Impressions Gallery, Bradford; Open Eye Gallery, Liverpool; and Side Gallery, Newcastle as negotiated, and will also need, on occasion, to work in person at events and locations across the north. It is expected that the role holder will work in person one day a month at Impressions Gallery.

How to express your interest

Please send your CV and a cover letter up to 2 pages of A4 outlining:

- Why you are interested in the role.
- Your relevant skills and experience.
- The name and contact details of two referees who can be contacted after an interview to discuss your suitability for the role.

Expressions of interest should be sent to hello@photoconnect.org

The deadline for expressing interest is 12pm noon, Tuesday 31 December 2024.

Shortlisting - you will be notified by Tuesday 6 January 2025.

Interviews - will be held online on Tuesday 14 January 2025.

Final stage candidates will be invited to a further in-person interview at Impressions Gallery on Wednesday 22 January 2025.

If you have any questions about the role, the expression of interest process, or request specific access support, please contact hello@photoconnect.org or call Sarah Fisher on 0151 236 6768.

Lead Organisations

Impressions Gallery, Bradford

Impressions Gallery is a charity that helps people understand the world through photography and acts as an agent for change. The gallery opened in 1972 as one of the first specialist photography galleries in the country, and continues to support and encourage groundbreaking artists who challenge and change photography. Our artistic programme is recognised nationally for its curatorial excellence, and we have a track record of supporting photographers early in their career. Impressions Gallery is an Arts Council England National Portfolio Organisation (NPO) and supported by Bradford Council.

www.impressions-gallery.com

Open Eye Gallery, Liverpool

Focusing on photography, Open Eye Gallery we co-author a programme of exhibitions, residencies and long-term collaborative projects, publications, festivals, and university courses — working locally and worldwide. We welcome over 85,000 visitors to our gallery every year, over 400,000 to projects in other venues, and many more to our online spaces.

<https://openeye.org.uk/>

Side Gallery, Newcastle

Dedicated to documentary photography, Side is a gallery, cinema, and archive on Newcastle's historic Quayside. Through our exhibitions, we present both contemporary and historical photography that amplifies voices from marginalised communities. Our living archive, the AmberSide Collection, includes over 20,000 photographs and 10,000 slides with seminal work - including the UNESCO registered photography of Sirkka-Liisa Konttinen and films from the Amber Collective. We are proud to be a cultural hub committed to actively preserving heritage and fostering dialogue around real-life stories that resonate locally and internationally.

<https://www.amber-online.com/>

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