

Invitation to Tender

Manchester Craft and Design Centre's Community Consultation



Manchester Craft & Design Centre

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About us

MCAD is Manchester's space for craft, community and making.

Manchester Craft & Design (MCAD) is a registered charity (charity no. 1173366) responsible for managing Manchester Craft & Design Centre (MCDC)

MCDC is located in a Victorian fish and poultry market building in the Northern Quarter of Manchester, at the heart of an innovative creative community. The premises is owned by Manchester City Council and has been in operation as a craft centre since 1982, in part leading the vanguard of regeneration in the Northern Quarter to its place today as a creative, lifestyle quarter of the city.

MCAD provides studio / retail accommodation for contemporary craftspeople and designers, organises a high-quality exhibitions programme and hosts a café (currently vacant).

Vision

We promote craft in all its forms, expanding the definition and relevance of craft for everyone. We nurture and develop emerging and established talent, support viable creative careers, and showcase innovative and ambitious craft practices.

MCAD is a place of enterprise, production and creativity and reflects the rich diversity of Manchester's 21st century communities. We welcome everyone to experience and engage with making and our creative community. We safeguard a space for everyday creativity in the heart of the Northern Quarter and look outwards beyond our building.

Values

All our work will be developed through the lens of equality and environmental sustainability. These are intrinsic values placed at the heart of our decision-making.

1) Welcoming

We welcome all who wish to visit, work and learn with us. We aim to create spaces that are vibrant, social and safe. We base our plans on listening to our key constituencies, creatives and diverse communities and pursue ways to make our work more useful and relevant to more people. We actively seek to remove barriers to participation and leadership to those who might be excluded from our programmes, activities, staff team and governance.

2) Transparent

We behave with integrity and accountability around our decisions, programmes and strategies. We passionately believe in equality of opportunity and the value of craft and making in the world today. We look outwards for partners and projects with shared values.

3) Supportive

Our approach is compassionate and people-centered in our dealings with our creative community, staff, audiences and collaborators. We work towards shared wellbeing with everyone we encounter. We embrace our civic role to act on social injustice and climate change and to improve our local area.

4) Empowering

We seek to inspire and support creative and sustainable ways of living and working. We create opportunities for visitors to experience and participate in the positive power of making. We support creative careers and skills development, particularly for those with the least advantage and opportunity.

5) Vibrant

We support artistic, creative and entrepreneurial risk. We are confident and capable of making change. We are an innovative, listening and learning organisation, accumulating and embedding knowledge. We are energetic and well networked, generous in sharing our learning, and actively advocate for our sector.

Strategic Aims and Objectives

During our revisioning process, we also set out some strategic aims and objectives. We would like this community consultation to focus on the objective:

We will create space and activities for craft and community to flourish through

- Shared values.
- Creative contributors, staff, partners and stakeholders.
- Local community – wellbeing, diversity and inclusion.
- Both in and beyond our building.

Tender Summary

For forty years, Manchester Craft and Design Centre has been at the heart of an innovative creative community. We provide affordable contemporary craft studios, where 80,000 visitors each year meet our resident makers. Our exhibitions showcase the best of craft and design talent at work today, and our workshops introduce craft to family audiences and give visitors the chance to work directly with artists. We contribute to the development of the craft sector by promoting early career makers, welcoming school and college visits and offering opportunities through our makers' network.

In spite of our strong heritage, we recognise that we aren't as well known or accessible to local communities as we would like to be. We want to build stronger relationships with Manchester communities by actively seeking out and listening to the views of people in our community. We want to find out what activities, services and spaces we can provide to ensure that everyone is able and eager to enjoy MCDC and learn about craft and that will help us achieve our mission of being Manchester's space for craft, community and making.

Through this project, we would like to begin to answer the following questions:

- Craft can help tell stories and explore issues? What stories do Manchester communities want us to tell?
- What kind of activities would serve Manchester's community?
- What types of craft and activities would people like to see at the Craft Centre?
- How would people like to get involved with Manchester Craft and Design Centre?
- What can Manchester Craft and Design do so more people feel included?

We are looking for a creative facilitator to work with our Exhibition and Events Officer to:

1. Design and run 6 workshop sessions with three partner groups (2 sessions each). The sessions should be help us answer key questions around community programming and should have a craft element to them. These partnerships are already established but we welcome additional connections.
2. Design and run 3 craft-based drop-in sessions at the centre that allow for informal discussion about the direction MCDC should take. The sessions should be help us answer key questions around community programming and should have a craft element to them. We would like these sessions to be open to the public as well as to invited groups
3. Record the findings from these sessions and produce an evaluation report that MCAD can use to plan future public programmes that are community led. We would like the evaluation to include an overview of the project, what worked well, what didn't and recommendations on how we can work with communities in the future. We would like the facilitator to present a first draft of the evaluation to our team of 6 so that there is opportunity for questions to be asked and answers to be included in the final evaluation.

We are open to an alternative delivery methodology provided that we are able to gain knowledge and recommendations from the project.

Budget

Total budget available **£8,000** inclusive of VAT

Stage 1- on contract £2,500

Stage 2- upon planning and part delivery of programme £2,500

Stage 3 – on submission of final evaluation £3000

We anticipate that the facilitator will work no more that 23 days from May to end of December 2022.

Delivery Timescale

Stage 1: Planning – to commence Mid May

Stage 2: Delivery of activity – June to November

Stage 3: Evaluation- completed by end of December

Tender Requirements

Proposals should include the following:

- Name and contact details
- Your approach to the brief and methodology
- Outline programme, including the date that you could commence work
- Details of relevant experience of having undertaken similar work, including two relevant referees
- Fee proposal, including day rate(s) and number of days proposed
- Summary CV for the individual/team proposed

MCAD will assess the tender proposals based on:

- Track record and evidence of having successfully undertaken similar work
- Understanding of the cultural and community sector
- Experience of delivering community led programming or workshops
- Value for money

We welcome written or video applications.

We particularly welcome applications from those who identify themselves as coming from a background which is under-represented in the arts and cultural sector. These include disabled, D/deaf and neurodiverse people, LGBTQ+ people, and people from black, Asian and ethnic minority backgrounds. We also welcome applicants from a range of socio-economic backgrounds

If you would like an informal chat about applying for this role, please get in touch with Laura Feltham at exhibitions@craftanddesign.com

Tender Timescale

The deadline for tenders is 11.59pm Sunday 24th April 2022.

Faxed or late proposals will not be accepted.

Proposals should be sent to Laura Feltham via email to exhibitions@craftanddesign.com

Interviews will be held on Monday 9th May.