

THE
CULTURE
TRUST
LUTON



HAT DISTRICT



Hat Factory Associates programme – 2024-25

The Culture Trust Luton is seeking applications for multiple Hat Factory Associates to support its new Artist Development and Public Engagement programme, delivering a diverse range of creative and cultural skills programmes working with other commissioned artists and engaging with the local community.

The associates will specifically be responding to the new 'Luton Matters' Public Artwork commissions and outputs and will be interlinked with the delivery of these commissions.

1. Introduction

The Culture Trust Luton is an independent arts and cultural charity that produces and presents year round programmes across our theatres, museums, art centre, gardens and historic hat factories. We welcome local and regional users across our venues and we invite the wider international community to engage with Luton, which is an incredibly diverse and stimulating town. We actively commission artists, public art and collaborate to produce and co-produce new work. We are currently engaging in a £10m capital programme to transform three old hat factories into vibrant creative workspaces in the Hat District. The Hat Factory Arts Centre is part of this network of creative and cultural spaces which will provide clear pathways for anyone with a skill, talent or passion for arts and culture to progress.

Period of Delivery	June 2024 - December 2025
Funding available	Submissions up to £4,500
Closing date for expression of interest	Monday May 20 th 2024, 12 noon.
Location	The Hat Factory Arts Centre, Luton

2. What is a Hat Factory Associate?

This opportunity is open to all creatives (with a connection to Luton) including makers, crafters, painters, poets, performers, designers, collectives, organisations and entrepreneurs.

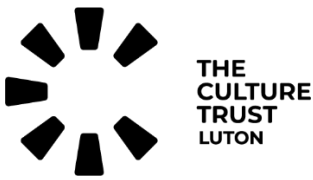
As a Factory Associate, you will support the Trust to develop a programme of work which will reflect the diversity of the local area with reference to the Luton Matters Public Art commission being developed alongside, focused on Black Culture specifically through the lens of Fashion. The brief for this commission can be found [here](#).

Based at the Hat Factory Arts Centre, in the heart of Luton's historic Hat District, Factory Associates will have access to a range of resources to support the development of their creative career.

The Associate programme is designed to give artists time to develop their own practice alongside curating and supporting initiatives directed by the Trust through the Luton Matters Producer. Factory associates will:

- Have space (if available) and time to develop their own practice and projects, working with the Trust to identify and harness broader career development opportunities, including securing a mentor and accessing funding.
- Receive support to deliver a creative and cultural skills/learning programme with engaging activities for local artists, creatives, young people and audiences. The programme of activities can include exhibitions, events, courses, workshops and/or performances.
- Have the opportunity to work in close collaboration with a commissioned artist(s) who will be commissioned to deliver a new major artwork in the public realm. (The creative and cultural skills programme will be inspired by the themes and fabrication of this piece).

Factory Associates will receive:



- The opportunity to work in making and rehearsal spaces at Hat Factory Arts Centre if available.
- Free co-working space at Hat Works, Luton’s home for Creative Entrepreneurs if available.
- Supported from a dedicated Luton Producer to curate and deliver activities for the Luton Matters Programme.
- Potential creative and business development support from the Culture Trust.
- Support in identifying and connecting with a suitable mentor
- Networking opportunities with creative and Hat District tenants
- Fees of up to £4,500 for the development and delivery of the public skills/learning programme.

3. How you can apply

To make an expression of interest for this opportunity please submit the following:

1. Completed pro forma application (appendix 1)
2. Up to 4 examples of your work with information (max. 2 sides of A4)
3. Current Curriculum Vitae

Please also note that you will need to:

- Have public liability insurance.
- Comply with The Culture Trust Luton’s Safeguarding Policy and may be required to undertake a DBS check. The cost of this will be met by The Culture Trust Luton.

4. How will we make a selection

Expressions of interest will be considered against the following criteria:

Assessment Criteria	
Quality of work (40%)	<ul style="list-style-type: none"> • Statement of your art form/practice (15%) • Examples of work (15%) • CV (10%)
Approach to bursary (60%)	<ul style="list-style-type: none"> • Statement of your ambitions for utilising the time the as an Associate (30%) • Approach to engagement and example activity for target audiences (30%)

5. Dates and deadlines

Closing date for applications	20 th of May 2024
Planning and preparations – final agreement of delivery and contracting of artist	June 2024

Start of Associate programme engagement

From July 2024

Hat Factory Associates:

Hat Factory Associates programme 2024-25

Name:

Address:

Email:

Phone:

Applicants are advised to refer to the assessment criteria outlined in the information pack to complete the next section.

1. Art Form – please describe your art form/creative practice (up to 500 words)

Insert here

2. Approach to Associate programme- A written statement of your ambitions for your time as an associate and how this opportunity can support you in developing your practice, expanding your networks and enabling you to explore new ideas (up to 500 words)

Insert here

3. Time Commitment – how will you maximising this opportunity

Insert her

4. Approach to engagement – please outline an example of an activity you have delivered or would like to deliver, which you feel would successfully engage young people (16+) or diverse groups (up to 500 words)

Insert here

5. Any other information that you feel we should be aware of that you feel would support your proposal
(Up to 250 words)

Insert here

Sign:

Date:

6. **Referees** – please provide contact details (email and telephone) for 2 referees, stating what relationship exists between yourself and the referee

Insert here

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7. **Insurance** – please confirm you have or are willing to put in place public liability insurance to the value of £2,000,000.

8. **Availability** – please confirm your availability to start the Associate programme from June 2024 and are committed for the full time agreed when contracted.

9. **Access** - Do you consider yourself to have a disability?
If there is anything we can do to assist you to ensure you are able to fully participate in this opportunity?

10. Submitting your application:

This form and the following information should be emailed to Sam.Turton@culturetrust.com no later than **12 noon on Monday 20th May 2024**



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www.culturetrust.com
@culturetrustuk

With special thanks to:

Luton **Luton Rising**



Supported using public funding by
ARTS COUNCIL ENGLAND

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