

Brief for Conference Film Maker

From De-Colonial to Anti-Colonial: What's Next for Museum Interpretation?, The Barber Institute of Fine Arts, University of Birmingham, Tuesday 31 March 2020

An Understanding British Portraits professional network conference, programmed by Sonya Dyer

Conference Film Maker

Release date: Monday 3 February 2020

Expected timescale of appointment: February to May 2020

Freelance fee: £4,000 +vat.

Based in own office/studio, with meetings in London and by phone, with some UK travel

Application deadline: 9.00am, Monday 17 February 2020

Expected date of interviews: Monday 24 February, at National Portrait Gallery

Summary brief

The Understanding British Portraits professional network [UBP network] wishes to appoint a film maker for a conference which forms part of the UBP network's events programme for museum and gallery professionals and researchers in the UK. This is an opportunity to contribute to the planning and delivery of a legacy film which will encapsulate some of the messages and debate at the event, and offer a relevant resource for museum professionals engaging with the process of collection and institutional decolonisation. The role would suit a freelancer with some knowledge of the current conversations around decolonisation in the museum/arts/heritage sectors. Formal study or qualification in this field is not necessary, and we welcome applications from film makers with empathy for the subject matter, who will bring enthusiasm and creativity to the project.

Understanding British Portraits professional network

Supported by Arts Council England as a Subject Specialist Network, Understanding British Portraits is an active network with free membership for professionals working with British portraits including curators, collection-based learning professionals, researchers, academics and conservators. It aims to enhance the knowledge and understanding of portraits in all media in UK collections, for the benefit of future research, exhibitions, interpretation, display and learning programmes. For more information on Subject Specialist Networks please see: <https://www.artscouncil.org.uk/supporting-collections-and-cultural-property/subject-specialist-network-fund>

The network is managed by a Steering Group drawn from the following organisations: National Portrait Gallery, London; Oxford Dictionary of National Biography; National Trust; Tyne & Wear Archives and Museums; Bristol Museum & Art Gallery. Established in 2007, the network now has 1,300+ individual members and is engaged in the following activities:

- A specialist events programme of seminars and private collection visits.
- A Fellowship programme for professionals wishing to develop their portrait expertise.

- A resource-rich website with practical toolkits, expertise database, a film archive of past events, online publishing, queries, portrait news and members' blog.
- A monthly e-newsletter and Twitter feed to keep portrait professionals connected and informed.

See more at www.britishportraits.org.uk

***From De-Colonial to Anti-Colonial: What's Next for Museum Interpretation?*, The Barber Institute of Fine Arts, University of Birmingham, Tuesday 31 March 2020**

Decolonisation within the heritage, museum and visual arts sectors has gathered renewed momentum globally in recent years, responding to a lively groundswell of activism and public debate. The UBP network is convening this conference to explore collection decolonisation as it relates to portrait display and interpretation, addressing issues of identity, representation and institutional responsibility. As well as exploring the theory and ambitions of the decolonisation movement, we will be showcasing positive action models and inspiring case studies which will empower delegates to implement change within their collections. While decolonisation encompasses many kinds of 'hidden histories', this conference will focus on colonial impact and legacy as it relates to portraits within museum and gallery collections. Themes of interest include ways of decoding portraiture's visual conventions and internal evidence; biases in collecting and display practice; biographical presentation of sitters and artists; and the 'voices of authority' in portrait interpretation.

Sonya Dyer has been appointed as conference programmer, working with the UBP network Steering Group to develop the concept and planning for the event. With further details announced to the sector in February 2020, our ambition is that delegates will develop the knowledge, confidence and skills needed to initiate discussions within their home institutions, and create positive change to enrich understanding of their portrait collections for the benefit of their audiences.

Brief for Film Maker

We wish to appoint a film maker to work with the conference stakeholders to devise and deliver a lasting digital legacy from the event. We anticipate that this will be a short film (c.4 minutes) which will capture and share some of the key conversations, debates, and messages from the conference. It may also involve separate interviews with or visits to conference speakers either before or after the conference itself. The film maker's principal partners in this project will be:

- The conference Fellow, currently being appointed. The Fellow's role is to consider how the conference case studies, provocations and discussions can best be shared more widely with our members and the wider museum sector after the conference. S/he will take a key creative role in designing the film format and content, and will work closely with the film maker to realise this project.
- Sonya Dyer, conference programmer, and mentor to the conference Fellow.
- Key members of the UBP network Steering Group.

This opportunity is intended to provide professional experience in the art/museum/heritage sector for those currently underrepresented in the workforce. The film maker will have some knowledge of the current conversations around decolonisation in this sector, though formal study or qualification in this field is not necessary

The film will be optimised for digital communications, and will be shared on the UBP network website, widely on social media, and e-comms with the UBP network membership. Subtitling will be provided but outside the present film budget.

Process

The role is expected to include the following activities:

- Collaboration with the conference Fellow, conference programmer, and network Steering Group to consider what form of digital legacy will be suitable for the conference. Contribute to thinking around the format and purpose of that output, and planning for any scheduled interviews or days of filming.
- Plan a suitable filming schedule in partnership with the Fellow and other stakeholders.

The film maker will attend occasional meetings with the stakeholders in London, and probably meet/film conference participants before or after the event itself to enable interviews. This could involve some travel within the UK, the cost of which is included in the stated fee.

Person Specification

Essential

- Some experience of collaborating with museum/gallery/art organisations on filming projects.
- Ability to work with a range of partners and stakeholders
- Some knowledge of the current conversations around decolonisation in the sector, though formal study or qualification in this field is not necessary.
- Clear, concise communicator - confident presenting ideas in writing or verbally
- Ability to meet deadlines
- Ability to work on own initiative, alongside a small team
- Creative problem-solver

Fee

A total fee of £4,000 +vat is available for this role, including any T&S involved in the project. Some flexibility in time schedule will be required between February and May 2020, please see Appendix 1. This contract is offered on a freelance basis, and is time-limited. The film maker will work primarily from their own office/studio.

Application process

To apply, please submit the following documents by **9.00am, Monday 17 February 2020** to cpegum@npg.org.uk:

- **A letter** (no more than one side of A4) responding to the brief and personal specification given. Please outline your interest in and suitability for the role (Word format).
- **A current CV**, 2 pages max., with contact details of two referees (Word format).

Shortlisted applicants will be invited for an interview at the National Portrait Gallery, London, on Monday 24 February 2020. Please let us know if you are unavailable on this date. If you have any queries, or wish to discuss the brief further, please contact Caroline Pegum, UBP network Researcher/Co-ordinator on cpegum@npg.org.uk

The UBP network is committed to equality of access to its employment. We welcome applications from all sections of the community. We particularly encourage applications from disabled and Black, Asian and Minority Ethnic (BAME) candidates, as these groups are underrepresented within the Arts field /National Portrait Gallery. Should you require application details in another format please contact us on 0207 321 6427 / mail@britishportraits.org.uk.

Appendix 1: Time frame

2020	Activity
Feb	<ul style="list-style-type: none">○ Interviews and appointment
March	<ul style="list-style-type: none">○ Pre-conference meeting(s) with conference programmer, UBP network Steering Group, and conference Fellow in London.○ Initial ideas for film format in consultation with stakeholders, and plan for pre- and post-event filming, as appropriate.○ Possible interviews or filming days scheduled pre-event.
31 March	<ul style="list-style-type: none">○ Filming at conference, Barber Institute of Fine Arts, University of Birmingham.
April, May	<ul style="list-style-type: none">○ Meeting with stakeholders to finalise post-conference filming schedule and timescale for editing and delivery.○ Post-event filming○ Post-production, editing and delivery by 31 May 2020.