**Commissioning organisation:** Leicestershire County Council

**Team:** Culture Leicestershire – Library Service

**Location:** Libraries across Leicestershire

**Summer Reading Challenge Events Programme 2025**

**Submission deadline:** 7th March 2025

**About Culture Leicestershire and the Library Service**

Culture Leicestershire is Leicestershire County Council’s Libraries, Museums, Heritage, Collections, Learning and Participation Services. Our Library service provides access to reading, learning, information, and culture through physical and digital spaces. This is with the aim of improving wellbeing and opportunities for the people and communities of Leicestershire, in line with the Libraries Connected Universal Library Offers. This includes providing family-friendly spaces and opportunities to encourage all children to fulfil their potential. For more information please visit:

[Leicestershire Libraries](https://www.leicestershire.gov.uk/leisure-and-community/libraries)

Leicestershire Library Service has cultural programming opportunities throughout the year, as does the wider Culture Leicestershire service who have been awarded National Portfolio Organisation (NPO) status and funding from Arts Council England to support them to deliver the ‘Let’s Create’ strategy. To find out more, visit:

[Culture Leicestershire](https://www.cultureleicestershire.co.uk/)  [Arts Council National Portfolio Organisation Investment programme](https://www.artscouncil.org.uk/NationalPortfolio23)

**Children’s Events Programming Vision**

Leicestershire Library service has been working to enhance our cultural offer in libraries for children and their families. We have a wide range of community libraries within our portfolio with diverse audiences. We are looking to widen access to cultural activities and experiences to inspire children with their own creative journey and build confidence with parents to share and enjoy art and culture activities.  
We are looking for creative practitioners with a speciality of working with primary school aged children, to run events in our libraries as part of our Summer Reading Challenge offer.

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| --- | --- | --- | --- |
| **Leicestershire Libraries** | | | |
| Ashby | Coalville | Loughborough | Oadby |
| Birstall | Earl Shilton | Lutterworth | Shepshed |
| Blaby | Glenfield | Market Harborough | Syston |
| Broughton Astley | Hinckley | Melton Mowbray | Wigston |

**We are looking for:**

* Practitioners that have experience with children aged 4-11
* Practitioners that can work with groups ranging from 15 through to 40 participants *\*Please note workshop size depends on the library site and space*
* Stand alone or one-off ‘Taster sessions’ that can be delivered in 45minutes through to a maximum of 1hour and 30mins.
  + Typical delivery times would be between 10-11.30am or 1-2.30pm
  + In some cases we try to have a full day of events across multiple sites. Where possible, practitioners should state if they are able to commit to two sessions in one day, based at two libraries within 5 miles of each other
* We are looking for Creative Practitioners that can:
  + Be inclusive and engaging
  + Stimulate creativity
  + Enable children to participate flexibly according to their needs
  + Provide parents/carers with confidence to participate with their child and share skills
  + Enhance our existing library programmes including:
    - Reading for Pleasure
    - The Summer Reading Challenge [www.summerreadingchallenge.org.uk/](http://www.summerreadingchallenge.org.uk/)
    - Wriggly Readers, Leicestershire Libraries relaxed, friendly, story and rhyme sessions for babies and pre-schoolers
  + Provide risk assessments for their session, DBS, and public liability insurance
  + Can provide content for marketing and social media purposes in advance for advertisement purposes (e.g. images, blurb, event name)
  + Can work in partnership with libraries and library staff

**Submission Information**

We are looking to select a variety of creative practitioners to deliver workshops, events and activities in July and August 2025. These events will link with storytelling and adventure and have a focus on nature and the environment.

Please complete our Events Expression of Interest form (which can be found [here](file:///\\lccfp2\comdata\SHARED\Participation%20Team\Creative%20Practitioners\CP%20Application%20Form\EVENTS%20Creative%20Practioner%20EOI%20Form%20Final%20Version.pdf)). Alongside your application, please share any supplementary documents including images of previous activity.

We want to work with new and/or established creatives but would like to find out more about you, your artform and see some examples of your work that will help us know more about your practice.

We are committed to attracting and recruiting diverse candidates and welcome applications from underrepresented groups.

If you require Leicestershire Libraries to make any reasonable adjustments to the process of receiving your ideas and make it more accessible for you, please contact: [Libraries@leics.gov.uk](mailto:Libraries@leics.gov.uk)

Budget

Leicestershire Library Service is committed to paying creative practitioners at industry rates in line with the Artist’s Union England.  Further information can be found at [www.artistsunionengland.org.uk/rates-of-pay/](http://www.artistsunionengland.org.uk/rates-of-pay/).   In line with this our budget per event is up to £250.

**Process and Timeframes**

Submissions should be made by **4pm** on **Friday 7th March** to [**Rachel.Hill@leics.gov.uk**](mailto:Rachel.Hill@leics.gov.uk)or through the Microsoft form.

Additional information regarding dates (we can work flexibly across the cultural programming year), Library locations, payments and invoicing will be discussed and arranged directly with any selected creative practitioners.

A working group will review all submissions and will let shortlisted candidates know by Friday 21st March 2025. In some cases, an informal conversation may follow.

**Terms and conditions**

* To abide by Leicestershire County Council’s data protection and GDPR.
* Leicestershire County Council is committed to ensuring that its services, policies, and practices are free from discrimination and prejudice and that they meet the needs of all sections of the community. All provision is expected to be in accordance with this principle.
* For all or any aspects of the project to be filmed for the purpose of promotion or training.

**Contact**

For any further information, please contact Rachel Hill ([Rachel.hill@leics.gov.uk](mailto:Rachel.hill@leics.gov.uk)).

***Thank you for taking the time to review this brief.***