



## Invitation to Tender

### Programme Evaluator for the Ramps on the Moon Consortium

The *Ramps on the Moon* consortium is looking for an Evaluator to draw out formative evaluation of the second phase of this ground-breaking Arts Council funded initiative, and to produce a summative report of the whole programme when it ends in 2022.

### Ramps on the Moon

*Ramps on the Moon* is a collaborative project between 7 consortium members; 6 non-disabled led organisations (Birmingham Repertory Theatre, New Wolsey Theatre Ipswich, Nottingham Playhouse, Leeds Playhouse, Sheffield Theatres, Theatre Royal Stratford East) and 1 disabled led organisation (Graeae Theatre). The project's primary aim is to normalise the presence and visibility of disabled and D/deaf people in the mainstream theatre sector.

Together the consortium members are endeavouring to provoke a shift in the dominant culture by creating opportunities for disabled and D/deaf people to access, work in and experience mainstream theatre, with the intention of them becoming influencers in that world, forming over time a critical mass that engenders a genuine legacy of change and inclusion.

The project's focal point is an annual production; a large-scale show fully integrating D/deaf & disabled performers with their non-disabled colleagues, produced by one of the venue members in turn and presented at each of the member's venues.

The project is coordinated and managed by New Wolsey Theatre (NWT) and Michèle Taylor (an independent consultant undertaking the role of Director for Change). Together NWT and Michèle Taylor (hereinafter referred to as Ramps Central) will manage the collaborative relationships between the consortium members, facilitate the administrative practicalities and advocate to the wider UK performance sector on behalf of the project.

The project's funding comprises two grants from Arts Council England.

Our vision is:

- a theatre industry in which disabled and D/deaf people are able and expected to contribute to our programmes in every way possible.

Our mission is to:

- work at local level, doing whatever is needed to bring disabled and D/deaf people into every aspect of our theatres
- network in the wider industry to challenge practices and change expectations so that disabled and D/deaf people become part of the mainstream conversation and practice

- explore different ways into our productions so that elements which have traditionally been regarded as bolt-on access provision start to be seen as exciting and essential aspects of a mainstream aesthetic

## **Evaluator**

We are looking for an individual or team who will be responsible to the Director for Change (D4C) and will work closely with Agents for Change (As4C) at partner organisations.

## **Role and Activity**

Your role will be to assess and report on how our activity is achieving the changes which we have said we are looking for. You will work at two levels: Ramps Central and the overarching strategic aims of the programme; and local partners and their individual change programmes.

We expect that you will design an evaluation strategy with a clear framework and schedule of interventions; we anticipate that this will reference the evaluation of to date that has already taken place. Whilst the strategy will have a certain amount of flexibility built into it, you will take proper consideration of partners' capacity and the rhythms of their own activity and busy periods.

You will devise and deliver evaluation tools designed to evidence change where it has happened, and articulate learning whether or not the intended change has happened. Data will be both quantitative and qualitative and will include a number of case studies as agreed with the Director for Change.

Agents for Change are employed in each partner venue to support the local change programme, and they will be key allies in ensuring that data can be collected, whilst recognising that they do not work full time and limited capacity for direct delivery of the evaluation strategy.

You will be managed by the Director for Change, and deliver formal reports regularly to an agreed schedule, as well as maintaining informal contact.

The evaluation process will include:

- Articulating learning as the project progresses, supporting the Director for Change to find ways of communicating that learning within the Consortium and beyond
- An initial start-up meeting with Ramps Central and ongoing contact with key individuals as required and agreed
- Devising an evaluation framework and strategy for circulation to all partners, taking full account of partners' own evaluation and feedback practice
- Developing forms, interview protocols, monitoring forms, questionnaires and other data-collection tools
- Delivering these tools in a timely manner, with due regard to partner capacity
- Analysing and reporting on findings, including interim reports at agreed dates and a final report; formats to be agreed with the Director for Change

## **Timeframe**

We would like the person / group appointed to start as soon as possible, and to work with us until the end of our funding period (to August 31<sup>st</sup> 2022), delivering a final report by October 31<sup>st</sup> 2022.

## **Fee**

We would like you to work for a fixed fee, with a payment schedule to be agreed. The fee will not be inclusive of expenses, but there will be an agreed cap on expenses.

## Tenders

Your tender document should include:

- A description of how you will approach setting up the evaluation process
- Ideas for gathering data from partners and beyond, including tools and approaches
- Your previous experience of
  - delivering evaluation work including an indication of the scale of the projects you have evaluated
  - working with disabled and / or D/deaf people
  - working in theatre or in the cultural industries more generally
- Your fee to deliver the work, including details of your daily rate(s)
- A statement about why you want to work with Ramps on the Moon
- Contact details for two people you have delivered work for who we can approach for further comment

Please e-mail your document to Sophie Flack, *Ramps on the Moon* Project Producer – [sflack@wolseytheatre.co.uk](mailto:sflack@wolseytheatre.co.uk) by **Monday 25<sup>th</sup> February 2019**.

Preliminary interviews for successful candidates will be held on **Monday 11<sup>th</sup> March 2019**, with an opportunity for a follow-up conversation on **Friday 22<sup>nd</sup> March 2019**.