



**TRAINER CONTACT:** Kate Anderson, Senior Project Manager, Helix Arts  
0191 241 4931 / 07988 115 427 / [kate.anderson@helixarts.com](mailto:kate.anderson@helixarts.com)

## **Make Art Happen Content**

<b>Session</b>	<b>Topic area</b>
<b>Meet the trainer</b>	Course outline and baseline monitoring
<b>Session 1</b>	Introduction to participatory arts and initial project planning and consultation
<b>Session 2</b>	Project life cycle and project scope
<b>Session 3</b>	Management and coordination (including budget management)
<b>Session 4</b>	Project development – individual and group ideas
<b>Session 5</b>	Artist recruitment 1 – Up to Shortlisting
<b>Session 6</b>	Artist recruitment 2 – Up to contracting/induction & overseeing the production of artwork
<b>Session 7</b>	Monitoring and evaluation
<b>Session 8</b>	Fundraising and sustainability (subject to your group)
<b>Artist recruitment</b>	Subject to your group planning usually mid-point planning phase
<b>Art project evaluation</b>	Subject to your group planning usually after delivery of art project with community
<b>Taster arts workshop</b>	Subject to group requirements