

HELIX ARTS Make it Happen - Gateshead Culture			
Helix Arts staff:	Cheryl Gavin (Senior Project)	cheryl.gavin@helixarts.com	
Staff support:	Karolynne Hart (Arts Development)	karolynne.hart@gateshead.gov.uk	
Venue:	Rotating spaces e.g. Thought Foundation, St Mary's Heritage Centre	Tour or chat with on site staff	
Time	Date	Venue/guests	Session
10:30-11:30	02.05.19	Central Library, Gateshead	Information session / register interest
09:00	16.05.19	Central Library, Gateshead	Expression of interest deadline
09:45 arrival for start 10:00 - 13:00	13.06.19	TBC cultural venue	Introduction to participatory arts and initial project planning and consultation
	27.06.19	TBC cultural venue	Project life cycle, scope and development. Budget management and financial controls
	11.07.19	TBC cultural venue	Working with artists and recruitment
	Summer session tbc with group	TBC cultural venue	Artist collaboration - Micro teach & idea pitching
	Summer keep in touch 1:1s	TBC cultural venue	
	05.09.19	TBC cultural venue	Management and Coordination (includes participant recruitment, marketing & comms)
	12.09.19	Central Library, Gateshead	Staging Events, Exhibitions, and Performances / Managing quality arts production
	26.09.19	Gibside TBC	Evaluation and monitoring/Focus Group
	10.10.19	Central Library, Gateshead	Project implementation
	14.11.19	Central Library, Gateshead	Fundraising and sustainability (This unit may be split into 2 sessions depending on needs/skills)
	DEC	TBC	Social and networking

