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## Co-Create – Background Information

### Overall Project Aims

- To develop practice in relation to how FO/FXO arts organisations engage with schools through Glow;
- To liaise with and support a variety of stakeholder groups including the cultural/arts sector, local authorities and schools to illustrate and promote the teaching and learning opportunities offered through Glow.

### Objectives

- To facilitate a demonstration project with a key number of Foundation and Flexibly funded arts organisations which will explore innovative ways of using the technological resources of Glow to work with teachers and pupils, developing new methodologies of teaching and learning;
- To create new resources to support teaching and learning via Glow for all stakeholders;
- To carry out a full evaluation and make recommendations for future actions;
- To disseminate findings/outcomes via engagement with FO/FXOs, and the wider education and cultural/arts sectors.

### Governance

Within LTS the project will be managed as part of the Glow programme which is overseen by the Glow Programme Director and ultimately by the Glow & Curriculum for Excellence Board and the Glow Executive Board. The project will also be overseen by a Project Steering group and an Advisory group, chaired by the Scottish Arts Council.

### Roles and Responsibilities

#### **Glow Development Officer (Arts)**

The post holder is responsible for project management and delivery over a 23 month period. The remit of the post is to:

- Work with the Glow Team to contribute to LTS's role in leading and supporting the implementation of the Glow National Intranet

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- Work in partnership with SAC, FO/FXOs and the wider cultural sector, and the Glow contractor RM to develop practice in engaging the cultural sector with Glow
  - Oversee the development of a variety of resources to illustrate the learning and teaching opportunities offered through Glow
  - Offer advice, guidance and support to the cultural sector in their use of Glow
  - Liaise with and support a variety of stakeholder groups, including the cultural sector, local authorities and schools
  - Assist in the delivery of professional development programmes supporting the implementation of Glow

### **Steering Group**

Key project support group with direct oversight of project, with representatives of LTS and SAC. Remit to:

- Ensure project fit with organisational policies, strategies and priorities
- Support post holder in overall direction and management of the project
- Ensure necessary resources are committed
- Agree aims, objectives and key stakeholder groups
- Agree project approach, management, communications, and reporting
- Agree remit and membership of Advisory Group
- Agree method for selection of key projects
- Approve allocation of funding
- Agree project plans, key milestones/markers and timeline
- Agree project tolerances (time/budget) and approve any requests for change
- Agree quality criteria
- Agree project evaluation methodology, process and purpose

### **Advisory Group**

The Advisory Group represents key stakeholder bodies (education, cultural/arts and skills sectors, Local Authorities) and is Chaired by the Scottish Arts Council. The Group's remit is to:

- Ensure project fits with wider policy context and national strategic objectives
- Participate in selection of projects
- Provide advice and guidance on all aspects of project development and delivery
- Inform post holder of potential risks/opportunities
- Support/advise on all major project plans
- Represent key stakeholders and client groups
- Provide advocacy for the project

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- Promote key achievements of the project
  - Respond to project evaluation and make recommendations for future actions

**Members:**

Andrew Brown, Glow Development Manager, LTS

Sarah Cowan, Assistant Cultural Co-ordinator, CREATE, CfE,  
Dumfries and Galloway Council School Services

Ron Cowie, On-line Learning Facility Development Officer, Perth &  
Kinross Council

Sarah Derrick, Education Officer, SAC

Marie Dougan, Glow Programme Director, LTS

Julia Fenby, Glow Development Officer (Arts), LTS

Fiona Maher, QIO Expressive Arts, Midlothian

Dawnne McGeachy, Service Innovation Designer, Skills  
Development Scotland

Aileen Monaghan, Inspector, HMIE

John McGarvey, Consultant (P/T), Expressive Arts, LTS

Joan Parr, Head of Education, SAC

Lucy Perry, Education Director, Scottish Chamber Orchestra

Simon Sharkey, Associate Director – Learn, National Theatre of  
Scotland

Gregor White, Divisional Leader Computer Arts & Media, School of  
Computing & Creative Technologies, University of Abertay Dundee