

1 x Freelance Youth LGBTQIA+ Focus Group Facilitator **(with an arts/craft specialism)***

**Applicants must be between the ages of 18-25 for the duration of the role (up until October 2026).*

Due to the protected characteristics of the group and the desired programme outcomes, we particularly encourage applications from the LGBTQIA+ community with the lived experience, skills and knowledge needed.

Quench Arts is seeking to appoint 1 freelance facilitator, aged 18-25, for our Youth LGBTQIA+ focus group. The facilitator will work alongside our previously recruited facilitator and with local LGBTQIA+ young people under the age of 25 to support the co-production, steering and evaluation of a new cross arts programme that will run across 2025-26 of our National Lottery Community Fund grant. We are looking for a facilitator who has a strong interest in the arts and a specialism in a relevant artform (our current facilitator has specialisms in music and drama so our ideal candidate will cover other types of artforms, such as visual art/crafts).

Responsibilities:

- To work with LGBTQIA+ and questioning young people in a way that encourages suggestions and input for future programming whilst also supporting their wellbeing, safety and boosting their confidence and self-esteem.
- To plan, facilitate, document and evaluate 7 inclusive youth LGBTQIA+ focus group sessions across 2025-26, working alongside the other young focus group facilitator. These sessions should include a creative element wherever possible. Each meeting will be 2 hours in duration with 30 mins mentoring afterwards for 2 peer volunteers aged 16-18. Where appropriate, the group may split into 2 age-groups, 11-17 and 18-25.
- To plan, co-facilitate, document and evaluate up to 10 taster sessions alongside the other focus group facilitator to aid recruitment for the focus group and cross arts programme.
- To work with the LGBTQIA+ youth focus group to refine the programme delivery and facilitator/volunteer briefs for the new cross arts programme.
- To support young people to be involved in the development of the focus group and the delivery of the cross arts sessions, including by supporting and mentoring the 2 peer volunteer roles.
- To help promote and grow the focus group (which was established by Quench Arts in 2022 and has helped with plans to date).
- To facilitate the group to undertake at least 1 age-appropriate research visit per annum to help design project, possibly including Pride and Shout festival events/performances.
- To mentor 2 young LGBTQIA+ peer volunteers aged 16-25 (30 mins per person after every focus group).
- To undertake induction, safeguarding, mental health first aid training and other training and support as deemed relevant to the role by Quench Arts.
- To support the administration, monitoring and evaluation of the programme, for example by: taking registers of attendance; completing sessional monitoring forms and gathering feedback from participants; disseminating and collecting in project documentation and evaluation materials.
- To take part in Quench Arts' paid Wellbeing Team reflection, supervision and peer observation programme.

It is envisaged that the Youth LGBTQIA+ Focus Group Facilitator appointed will be able to commit to the entire programme, ending in October 2026, to aid continuity. Depending on the skills and experience of the focus group facilitator, there may also be an opportunity to deliver elements of

the cross arts programme, depending on the artistic interests of the young people involved. However, we can give no guarantees on this as the project will be steered by the young people involved and this aspect would be separately recruited and contracted for.

Schedule

The LGBTQIA+ youth focus group sessions will run on Thursday evenings, 6-8pm, on the following dates:

31st July 2025

14th August 2025

25th September 2025

27th November 2025

12th February 2026

14th May 2026

17th September 2026

The 10 taster sessions will take place between July and September and will be arranged around the 2 focus group facilitators' availability but are likely to be a mixture of daytime, evening and weekend sessions in outreach locations across Birmingham.

The main cross arts project (which the focus group is planning) will start in September 2025.

Provisional Freelance Fee: £2880.

Note: this is an expected fee based on:

7 Focus Group Sessions (plus 1 planning session per annum) = £1080; 10 Taster sessions (plus 1 planning session) = £1320; 1 visit to a LGBTQIA+ event per year (@ £120) = £240; Evaluation per year @ £120 = £240. An additional fee for staff to attend required training sessions and our wellbeing team reflection, supervision and peer observation programme is offered, depending on training required.

Background to the Role

Quench Arts has been working with the youth focus group to design a new cross-arts project for young people aged 11-17 and 18-25 identifying as LGBTQIA+, to build self-esteem and positive self-identity through the creative arts. Over the last few years we have noticed a worrying trend in young people being referred to our Wavelength community-based mental health programme (and in the mental health inpatient settings where we work as part of our Youth Music funded Plugin programme) who have directly stated that coming to terms with their sexuality and/or gender identity has affected their mental health. Nationally, Stonewall's 'LGBT in Britain' states 13% of LGBT young people surveyed aged 18-24 had attempted suicide. We feel that early intervention with LGBTQIA+ and questioning young people to build self-esteem and positive self-identity, to meet other young people facing similar challenges in a safe and supportive space, and to co-produce training for parents and teachers to provide more appropriate support and LGBTQIA+ friendly spaces/provision, is incredibly important. We have already produced a training package and we are aiming for our cross arts project and focus group to offer peer support, signposting and introductions to specialist support. The project will be funded through a National Lottery Community Fund (Reaching Communities) grant, which is supporting Quench Arts' wider music and wellbeing programme. The role of the LGBTQIA+ facilitator will be to revisit and further the work done over the past few years, and with the focus group to help design and review the project and plan for delivery. We expect 20 participants to benefit from the project per year (10 aged 11-17 and 10 aged 18-25).

Requirements:

Quench Arts is seeking 1 freelance skilled and confident Youth LGBTQIA+ Focus Group Facilitator, aged 18-25. The organisation is passionate about Equity, Diversity and Inclusion and have given our pledge in principle to the '[More Than A Moment](#)' initiative. We are keen for our emerging workforce to be reflective of the communities we engage and particularly encourage

applications from Black and Asian applicants and, for these roles, those identifying as part of the LGBTQIA+ community, to bring the lived experience, skills and knowledge needed.

We are looking for:

1. Applicants who are between the ages of 18-25 for the duration of the project (until October 2026). Please state your date of birth in your application.
2. Team players with excellent communication skills, the ability to be reflective and to take on board suggestions.
3. Applicants that live local to Birmingham (or who are within easy commuting distance and are seeking to build freelance work in the area) because these opportunities have been created to develop our local workforce. Please provide your address in your application.

Successful applicants will have:

4. Relevant youth facilitation experience.
5. Experience of working with LGBTQIA+ young people, either in a paid or voluntary capacity.
6. Understanding of the issues and challenges facing young LGBTQIA+ people, and the potential impact on their mental health.
7. Understanding of creative methods of facilitation and experience in facilitating activities that are engaging for young people but which also draw out relevant ideas and feedback.
8. Understanding of different artforms that might appeal to young people.
9. A good level of understanding and expertise in one specialist artform (ideally visual arts/crafts).
10. Experience of attending LGBTQIA+ arts events and performances, with an understanding of what makes a successful performance or showcase.
11. Experience of helping facilitate LGBTQIA+ inclusive performances and/or events.
12. Strong interpersonal skills with excellent verbal and written communication abilities.
13. An understanding and commitment to equality, diversity and inclusion.

Applicants must:

14. Show a desire to build their skills, confidence and knowledge in working with LGBTQIA+ and questioning young people.
15. Be reliable & committed for the duration of the role in order to build trust & rapport with participants.
16. Be willing to undertake a DBS check and to complete a project induction, safeguarding training and other project training as required. This will include attending a 2 day Youth Mental Health First Aid Course.
17. Be able to work with the focus group in-person at our project venue but also be able to work across Birmingham for the tasters and also remotely where required, for example to attending planning and evaluation meetings.
18. If you are comfortable to do so, please let us know if you meet our current Equity, Diversity and Inclusion priorities. Our shortlisting panel will take this into account when scheduling interviews in order to support positive action for those that meet this criteria. This does not mean that you'll be given preference for one of the roles but that our panel will aim to interview you should your application be fully completed to an acceptable standard.

How to apply

To apply, please answer how you meet points 1-17 detailed in the 'requirements' section above (point 18 is not scored). You can either do this with a written application (2 pages max) or through an audio or video recording (10 minutes max). In your application, please do give examples for each point if you can. Please email your application to info@quench-arts.co.uk. If you are applying using an audio/video recording then you will need to use WeTransfer.com to send your application if it is over 10MB. Please do drop us a separate email if you are sending an attachment via WeTransfer, so that we can make sure to look out for this.

The application deadline is 5pm on 17th June 2025.

We will assess and score all applications against the listed criteria and will invite shortlisted applicants for an informal interview on the evening of **Monday 23rd June**. Unfortunately, no other interview dates can be offered because we have organised the date around the availability of the other focus group facilitator and a focus group representative who will be involved in the interviews. If you'd like an informal chat before applying, please give us a ring or drop us an email!

Quench Arts is an Equal Opportunities employer. All applicants offered a role will be required to undertake a DBS check and to provide details of 2 references. They will also be required to attend a project induction and safeguarding training.



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