



# Training & Consultancy Overview



THINK. LEARN. DO.

# CONTENTS

WHO WE ARE	2
LIVE ONLINE COURSES	3
SAFEGUARDING	3
PROJECT MANAGEMENT & EVALUATION	4
YOUTH VOICE & PARTICIPATION	5
INCLUSION, WELLBEING & PRACTICE-BASED TRAINING	6
SELF-GUIDED COURSES (eLearning)	7
CUSTOM TRAINING FOR YOUR TEAM	8
SELF-GUIDED ELEARNING – TAILORED FOR YOUR ORGANISATION	9
CONSULTANCY	10



## who we are

At Artswork Professional Development, we believe in the power of creativity to unlock new ways of thinking, working, and leading.

We provide high-quality training that equips people with the tools they need to make meaningful change - whether that's in a museum or gallery, a theatre, a charity, or any organisation looking to work more inclusively, confidently, and impactfully.

We specialise in the creative, cultural and heritage sectors, but our approach resonates far beyond them. What sets us apart is how we lead with creativity: our sessions are dynamic, practical, and grounded in real-world contexts.

#### We offer:

- Live online courses, from bite-size to full-day or multi-day
- Self-guided eLearning to access anytime, anywhere
- Bespoke training tailored to your team, sector and priorities

Whether you're commissioning safeguarding training, growing leadership capacity, or developing inclusive practice, we'll work with you to make it relevant, engaging, and effective.



"Informative, thought-provoking and enjoyable. The super facilitator clearly had a wealth of knowledge and experience.

Great to have breakout conversations with peers, & I enjoyed learning about different measurement systems and frameworks"

Participant, Wellbeing & Trauma Awareness
 in the Arts Public Course, May 2025





#### Safeguarding for Trustees

#### Bitesize / Lunch & Learn

Clarify the safeguarding responsibilities of boards and trustees. Includes risk, governance, and embedding safeguarding into decision-making.

#### Building a Safeguarding Policy: Step-by-Step

#### Bitesize / Lunch & Learn

Create or review your safeguarding policy with practical guidance on structure, content, and alignment with reporting procedures.

#### Essential Safeguarding for the Creative, Cultural & Heritage Sector

#### Half-day

Understand the key principles of safeguarding, and your responsibilities when working with children and adults at risk. Covers categories of abuse, handling disclosures, and embedding safeguarding into organisational culture.

#### Safeguarding in Leadership

#### Full-day

Designed for Designated Safeguarding Officers and leaders responsible for safeguarding strategy. Includes leadership responsibilities, ethical decision-making, and embedding a culture of safeguarding across your organisation.

#### Understanding Threshold Guidance in Safeguarding

#### Bitesize / Lunch & Learn

Build confidence in when and how to report and escalate safeguarding concerns. Includes scenario-based exploration of thresholds.

#### Safer Recruitment in the Creative, Cultural & Heritage Sector

#### Bitesize / Lunch & Learn

Understand how to embed safeguarding into recruitment processes. Includes risk mitigation when hiring staff, freelancers, and volunteers.

#### **Course Length Key**

Full-day - 5 hours plus a lunch-break

Half-day - 2.5 or 3 hours

Bitesize / Lunch & Learn - 90 minutes

#### **PROJECT MANAGEMENT & EVALUATION**



Measuring Impact & Evaluation in the Creative, Cultural & Heritage Sector

#### Full-day

An accessible introduction to evaluation. Learn the essentials of measuring success and capturing outcomes.

#### Introduction to Project Management for the Arts

#### Half-day

Ideal for those new to project management. Covers planning, risk, stakeholder engagement and evaluation basics.

#### **Project Management for the Arts**

#### Two-part

A deeper dive into project delivery for professionals with some experience in managing creative projects. Covers tools and methodologies, timelines, accountability and more.

#### Theory of Change Models for Strategic Project Planning

#### Half-day

Understand how to use Theory of Change models for goal-setting and impact measurement. Especially helpful for funders and strategic leads.

#### Logic Models for Project Planning & Evaluation

#### Bitesize / Lunch & Learn

Learn to map out project elements for clarity and accountability. Perfect for grant applications or internal planning.

#### **Course Length Key**

Full-day - 5 hours plus a lunch-break

Half-day - 2.5 or 3 hours

Bitesize / Lunch & Learn - 90 minutes

#### **YOUTH VOICE & PARTICIPATION**

Facilitating Youth Voice in the Creative, Cultural & Heritage Sector

#### Full-day

Develop your skills in creating meaningful, inclusive spaces for young people to lead and contribute. Includes theory, practical tools, and reflection.

## Effective Consultation Tools to Enable Youth Voice in the Arts

#### Full-day

Explore consultation techniques, safe facilitation, and how to ensure youth voice informs real change. Ideal for youth engagement leads and creative practitioners.

#### **Developing Future Leaders**

#### Full-day

Support young people to step into leadership roles. Covers inclusive leadership, wellbeing, and amplifying underrepresented voices.



Mentoring Young People in the Creative, Cultural & Heritage Sector

#### Half-day

Practical guidance on mentoring relationships and peer mentoring. Build your confidence in supporting youth-led work.

#### **Course Length Key**

Full-day - 5 hours plus a lunch-break

Half-day - 2.5 or 3 hours

Bitesize / Lunch & Learn - 90 minutes

#### INCLUSION, WELLBEING & PRACTICE-BASED TRAINING

#### **Exploring Behaviour Management & Dynamics**

#### Full-day

Gain strategies for managing challenging behaviour and building positive group dynamics. Useful for facilitators, educators and leaders alike.

#### Wellbeing & Trauma Awareness in the Arts

#### Two-part

Understand the impact of trauma and how to support wellbeing in arts-based settings. Explore strategies to build resilience and safe spaces for creativity.

#### Creative Thinking for Innovative Problem Solving

#### Half-day

Unlock your capacity for innovation. Develop divergent thinking skills and discover tools to boost creativity in problem-solving, planning, and collaboration.



#### Equality & Diversity in the Creative, Cultural & Heritage Sector

Bitesize / Lunch & Learn Half-day

Learn how to identify and reduce discrimination in the workplace. Understand how bias operates and what inclusive practice looks like.

#### Leadership Models, Communication & People Management

#### Two-part

Ideal for emerging or new leaders. Explore leadership styles, communication techniques, and conflict resolution strategies to support and inspire your team.

#### **Course Length Key**

Full-day - 5 hours plus a lunch-break

Half-day - 2.5 or 3 hours

Bitesize / Lunch & Learn - 90 minutes



## SELF-GUIDED COURSES (eLearning)

Designed for flexibility: digestible content you can access anytime, anywhere.

#### Safeguarding Young People: Essentials



Learn the basics of safeguarding when working with young people. Ideal for those new to the topic or in need of a refresher.

#### Safeguarding Young People: Advanced



Deepen your confidence in handling more complex safeguarding scenarios. Perfect for those with safeguarding responsibilities.

#### Introduction to Safeguarding Adults at Risk



Learn how to identify concerns and take appropriate action when working with vulnerable adults.

## Wellbeing Strategies: Addressing Imposter Syndrome & Supporting Others

101 £25.00

Practical approaches to managing imposter syndrome, improving wellbeing and supporting healthier team cultures.

#### **Equality & Diversity**

101 £35.00

Explore foundational principles and learn how to create more inclusive working environments.

#### **Exploring Youth Voice: An Introduction**



Understand the value of youth voice and how to start embedding it meaningfully.

## Embracing Failure in Practice: Seeing the Bigger Evaluation Picture

101 £18.00

Reflect on failure as a natural part of project development and evaluation. Learn to use it as a learning tool, not a setback.

#### **Managing Unconscious Bias**

101 £35.00

Identify how bias operates and develop practical ways to reduce its impact on communication and decision-making.

#### Survey Mastery: Creating & Harnessing Data-Driven Insights

101 £25.00

Learn to design effective surveys and interpret results to inform your strategy and practice.

#### **Developing Personas to Understand Your Audience**

101 £12.00

Learn how to design with your audience in mind using persona mapping tools and strategies.



### **CUSTOM TRAINING FOR YOUR TEAM**

Every course in this brochure can be commissioned as a bespoke session, tailored to your organisation's goals, participants, and sector-specific needs.

Whether you want to build an inclusive safeguarding culture, train emerging leaders, or strengthen project management across your team, we can help.

Contact us at <a href="mailto:training@artswork.org.uk">training@artswork.org.uk</a> to discuss options – from one-off sessions to full development programmes delivered across multiple formats.



"This was brilliantly facilitated - a really thorough, insightful and sensitive look at safeguarding. It prompted really helpful conversations and made us think about our own working practices a lot."

Participant, V&A - Safeguarding Young People
 and Adults at Risk, May 2025





## SELF-GUIDED ELEARNING - TAILORED FOR YOUR ORGANISATION

As well as our individual self-guided courses, we also offer the option to create bespoke versions for whole teams or organisations, tailored to your setting and priorities.

This is an ideal and cost-effective way to ensure that a large number of staff, volunteers, trustees or freelancers can access high-quality training at a time that suits them. It's particularly valuable when scheduling live sessions is challenging - whether due to staff availability, shift patterns, or capacity.

Whether you're aiming to ensure a shared understanding of safeguarding, support inclusive practice, or build skills in evaluation and feedback, our custom eLearning options allow you to reach your team consistently, flexibly, and with real impact.

We can adapt any of our existing self-guided courses to reflect your organisational context, and include:

- Your logo and branding throughout the course
- A section outlining your policies and procedures, with links or downloads
- The names, photos and contact details of your safeguarding leads, HR contacts, or designated persons
- Organisation-specific case studies or examples
- A custom end-of-course assessment
- A tailored evaluation form to gather feedback on the areas that matter to you most
- Monthly progress reports, showing who has completed the course, how far each participant has progressed, and overall engagement metrics



Interested in creating a bespoke self-guided course for your team?

Get in touch with us at <a href="mailto:training@artswork.org.uk">training@artswork.org.uk</a> to explore what's possible. We'll be happy to talk through your needs and provide a no-obligation outline of what we can offer.

# CONSULTANCY

We offer flexible, tailored consultancy services across all our areas of professional development. We work collaboratively with organisations to explore challenges, unlock ideas, and support meaningful change.

#### Our team brings particular expertise in:

- Safeguarding policy and development
- Creative facilitation
- Youth voice and leadership
- Evaluation frameworks
- Inclusion strategies
- Creative project management
- Wellbeing strategies and trauma awareness
- Leadership development
- Behaviour management

We know that sometimes a fresh, external perspective can make all the difference. Our approach is rooted in partnership - acting as critical friends who create space for reflection, ask bold questions, and help shape solutions that genuinely work for your setting.

Whether you're reviewing current practice, developing strategy, or finding new ways to embed inclusive approaches, we bring a balance of sector insight and practical understanding. Our ongoing work with creative and cultural organisations keeps us closely connected to the realities of the environments we support, ensuring that our consultancy is not only thoughtful, but grounded in real-world experience.

We've supported museums, theatre companies, libraries, galleries and others on their professional development journeys, and we'd love to support you too.

To find out more or arrange a conversation, email <a href="mailto:training@artswork.org.uk">training@artswork.org.uk</a>



"Thank you for providing this training and for delivering it in a clear and accessible way! The session was great and improved my confidence to use this approach. The trainer was fab!"

- Participant, Logic Models for Project Planning & Evaluation, Public Course, May 2025