

“This is an amazing opportunity for students to gain real-world insight into creative careers through caring and supportive relationships”

Katharine Tolladay, Sir George Monoux Sixth Form College

Mentoring Partner Pack

**for Schools, Colleges &
Youth Organisations**

“This programme has enabled our students to gain a deeper understanding of their chosen career paths. It has not only equipped them for university but developed their confidence in their decision to pursue a career in this field through having a mentor.”

Anjuma Lasker, Edmonton County School

“Arts Emergency made a huge difference to our students, giving them opportunities they never would have had.”

Kirsty Walker, City of Liverpool College

**ARTS
EMERGENCY**

Key Information (one pager)

Arts Emergency is a free support programme for under-represented young artists, thinkers and activists who want to contribute to the culture they live in.

We would like to offer your eligible 16-18 year olds a year of one-on-one mentoring with a creative professional that matches their interests. This opportunity unlocks continued support for the young person until they turn 26.

This can be a life-changing opportunity for young people without connections to flourish as they take their first steps out of school or college. If you use the Gatsby benchmarks of Good Career Guidance, our programme contributes to five out of eight of them.

As our main contact, we will need your support with the recruitment and application process. We will also contact you throughout the year if any pastoral or safeguarding concerns arise with your young people.

We'll need to have a chat with you and then complete a **Mentoring Partner Agreement** which needs to be seen and understood by key members of your leadership and safeguarding teams.

Can you think of a young person full of potential who needs support to break into these areas?



What's in this pack?

Read on to find out more information about...

- What Arts Emergency is
- Who the Mentors are
- What we look for in a mentee
- The eligibility criteria for mentoring
- The Timeline (recruitment, matching, mentoring, and what happens after!)
- Our Safeguarding processes
- The impact of mentoring
- Your next steps

"I think it's made me feel more knowledgeable about the industry, and I can speak confidently about what in that industry I want to be able to do."

I have applied to university and have received five offers, including my first choice which is a TV and Radio Production degree at Salford University"

Elyse, Mentee 2022-2023

"Don't be afraid to ask questions and be open. Be curious, you know, because the person mentoring you is there for a reason, and is that to support everything you're doing, and just to be able to kind of push you to the next level, so never be afraid to ask questions"

Alessandro, Mentee 2022-2023



About Arts Emergency

Since 2013 we've helped hundreds of young people without connections flourish in higher education and navigate their way into creative and cultural careers.

We provide 16-18 year olds in Brighton, London, Greater Manchester and Merseyside with a trained mentor working in their field of interest who they meet once a month for a year to:

- gain a better understanding of the routes into industry,
- gain broader experiences of work,
- and grow in their self-confidence and ability to articulate their interests and skills.

After mentoring, we provide ongoing support through our wider professional network until that young person is 26.

We can secure a limited number of places for your young people on our programme, though more young people are free to apply and you do not need to supply us with exactly this number of places if they do not naturally arise.

Taking part is free and from you we'll simply need a designated contact, a safeguarding contact, assistance with student recruitment, and help with any pastoral issues.

Who are the Mentors?

Arts Emergency mentors are a team of volunteers from a variety of professional backgrounds. We aim to match their expertise with the interests of your pupils. They are trained in goal-setting, working with young people, and understanding safeguarding procedures. All mentors must agree to our Code of Conduct, undergo a reference check, an enhanced DBS check, and a one to one meeting with our staff before mentoring can commence.

Our mentors come from a range of established organisations including the V&A Museum, Netflix, Royal Opera House, The Economist, Financial Times, Manchester International Festival, BBC, Tate, Columbia Records, Royal Exchange, Contact Theatre, 20 Stories High, the Royal College of Art, the University of Liverpool, and the University of Manchester.

What do we look for in a mentee?

1. A curiosity to explore their areas of interest e.g. architecture, theatre, or design. There is no pressure to know exactly what they want to do - they can spend the year exploring this but they will need to be curious!
2. A commitment to meeting their mentor once a month over the course of a year.
3. A personal background that meets Arts Emergency's eligibility criteria as listed below...

Eligibility for the programme

At Arts Emergency, we work with young people who aren't already able to benefit from their parents' university experience and professional networks. The criteria below helps us to make sure we work with young people who will benefit most from having a mentor.

We ask that all mentees meet **at least one** of the criteria below:

- None of their parents or carers have ever studied at university in the UK or abroad
- They have at some point been eligible for free school meals, or are receiving the 16-19 bursary
- They would describe themselves as Black, Asian or from an ethnic minority background
- They consider themselves to be disabled
- They consider themselves to have a learning disability or a special education need
- The postcode of the home address at which they spent the most time between the ages of 0 and 18 indicates they have lived in an area of deprivation (assessed via the Indices of Deprivation)*

*For example if they lived at five addresses before they turned 18, we'll use the one they spent the most time at to check their eligibility against this criteria

It is important to note that we tend to be over-subscribed each year, so young people who meet multiple criteria are likely to be prioritised, along with those who display clear curiosity and commitment to the programme.



Timeline



Recruiting young people

In September, we will send you an information pack about the programme and the application process. This will include a link to online applications and a video that can help your young people understand the programme and how to apply. We will let you know the deadline for applications.

All this information will also be here:
arts-emergency.org/get-a-mentor

We recognise that you are likely to have insight into which young people would best benefit from our programme. Once we have received applications through our online portal, we will discuss shortlisting with you to help us make sure we're reaching those who can most benefit from the support of a mentor.

After October half term, Arts Emergency conducts informal meetings with these young people in-person at your school/ college/venue or via video call. The meetings are casual, kind, and are predominantly to help us get to know the student better so we can provide them with a good mentor match.

We approach parents / guardians to let them know about the programme and ask them to contact us with any questions or concerns about their child participating.

Very occasionally we might not admit a young person to the programme if we feel they do not fit the eligibility criteria above or their interest area is outside of the arts or humanities.

Matching

We endeavour to match each young person to the most appropriate trained mentor, based on their ability to support their individual requirements. We pay particular attention to the young person's interests, aptitudes, and special needs. If a young person's interest was in writing, we would try to match them with a writer.

They will be invited to meet their mentor at our Introduction Event in January. This event will give mentees the chance to introduce themselves, learn more about their mentor, swap contact details, schedule their next meeting, and network with other professionals. We endeavour to have these events in person wherever possible, but they could happen online if either the young person or mentor can't make it.

Mentoring

Most mentees and mentors arrange to meet once a month in a public place where the student feels comfortable and they will discuss goals for the year and how to achieve them. Some pairs will prefer to meet online, or a mixture of online and in-person. Some pairs meet at the school/college itself if the young person has specific support needs.

The content of these meetings will differ depending on the mentee's interests. For example a mentor pair with a focus on photography might meet and discuss portfolios one month, but then the next month they might do something more practical like a photo-shoot. A pair focused on journalism might review their writing in one session, but visit a newspaper in the next. Mentors often offer additional assistance during UCAS application season.

We provide mentee handbooks at the beginning of the year which helps guide them through mentoring, from scheduling meetings and communicating with their mentor to setting goals.

Post-Mentoring

After the year of mentoring is complete, mentees will be invited to a Celebration Event (you're invited too!) and they can opt to join our 'Young Community' when they turn 18 . Through the Young Community, Arts Emergency will continue to support them by offering mentoring and coaching opportunities, work experience, access to cultural events and expert advice until the age of 26. They can join the Community Discord to network with past and current mentees, and can have the opportunity to join Arts Emergency's Youth Collective.



Safeguarding young people

Arts Emergency has three NSPCC-trained Designated Safeguarding Officers and all our staff are trained and DBS checked. You can read our **Safeguarding Policy here**. Arts Emergency recognises your expertise and will pass on all concerns to the school.

All mentors are:

- trained to recognise signs of abuse
- trained on how to report any disclosures or concerns to Arts Emergency
- put through an enhanced DBS process
- required to have two reference checks
- required to agree to our Code of Conduct

Parents / carers of young people are informed about the programme. Mentors and mentees are both made aware that meeting in person must take place in public spaces and advised on how to safely conduct mentoring online if required. Meetings are monitored regularly through mentor reports after each session and regular contact with mentees.

The impact of mentoring

Arts Emergency is in its 10th year of mentoring! Visit **arts-emergency.org/stories** to read about our young people's successes.

In our 2022 mentoring programme we saw:

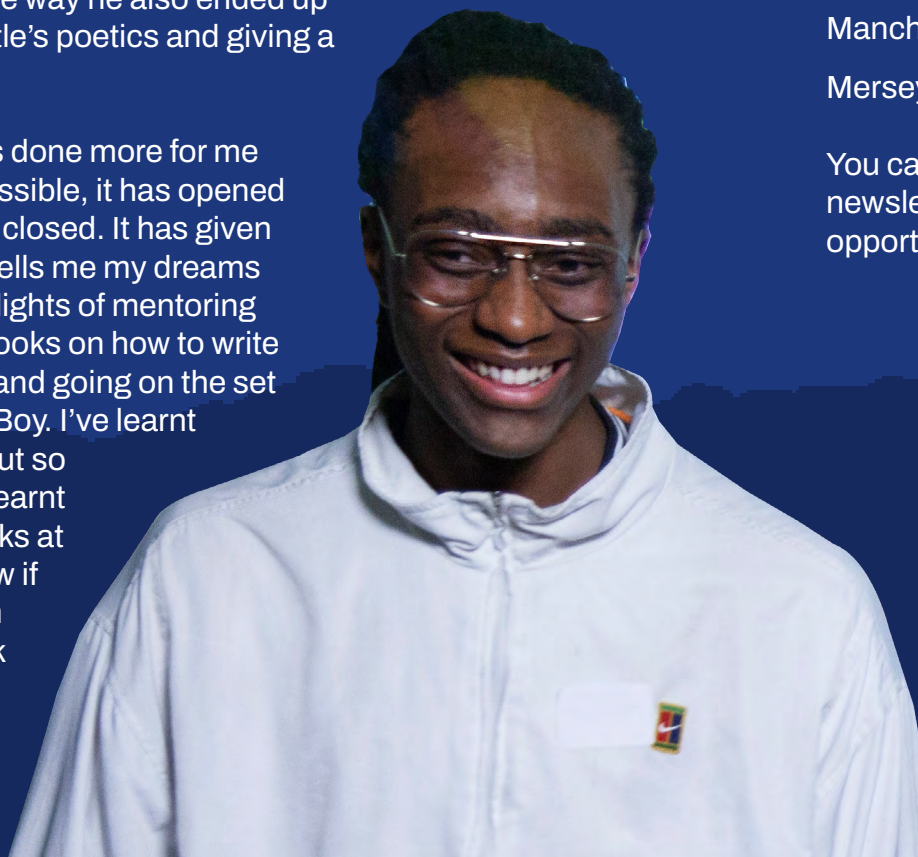
- 89% of young people completing the programme
- 81% said they felt more supported when making choices for their future
- 93% said they felt they understood more about the world of work
- 96% said they learned new things that helped them feel prepared for the future
- 86% of mentees said they felt more optimistic about the future
- 86% of mentees felt they had more information about the creative and cultural career choices available

We check in with mentees regularly and we will share their highlights and achievements with you. We will also invite you to attend our Celebration Event at the end of the programme.

Deji's story

Deji wanted to develop his understanding of filmmaking - along the way he also ended up reading about Aristotle's poetics and giving a speech!

"Arts Emergency has done more for me than ever thought possible, it has opened doors I thought were closed. It has given me hope, hope that tells me my dreams aren't futile. The highlights of mentoring have been reading books on how to write meaningful stories - and going on the set of Netflix series Top Boy. I've learnt that writing is hard, but so rewarding. I've also learnt how the industry works at a basic level, and how if I want to succeed I'm going to have to work very hard at an entry level to get where I want to be."



What we need from you

We will ask you to read and complete our **Mentoring Partner Agreement** which outlines our shared understanding of the responsibilities and commitments that we both hold to ensure the safe and successful delivery of this programme. We entirely acknowledge that you will have different pressures, priorities and processes to us, and so we will work hard to reduce any burden on you, and hope that you will do the same with us.

The Mentoring Partner Agreement needs to be seen by a member of your Senior Leadership and your Designated Safeguarding Officer, and they will receive a copy of the agreement once you complete the form.

In short we're asking you to provide:

- A designated contact for Arts Emergency
- Safeguarding support - if an issue is brought to our attention, we will promptly pass this on to your lead safeguarding officer
- Assistance with recruitment of young people, including promotion, selection and setting up interviews
- Support in reaching mentees if they stop communicating with their mentor

Get in touch

All queries: mentoring@arts-emergency.org

London & Brighton: london@arts-emergency.org

Manchester: manchester@arts-emergency.org

Merseyside: merseyside@arts-emergency.org

You can also sign up to our Schools Newsletter. We send four newsletters each year, full of updates on our work and links to opportunities. To sign up, visit: **arts-emergency.org/schools**

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