

# Higher education resources pack: call for proposals

## Overview

National Centre for Writing seeks to commission a skilled individual or organisation to produce a digital resource pack as part of the International Literature Showcase programme, a partnership with British Council. The resource pack will be targeted towards Higher Education institutions and practitioners with the aim of facilitating the teaching of contemporary and diverse UK literatures in literature and creative writing courses around the world, particularly and via the works of the 50 writers selected during the ILS programme.

## About the project

The International Literature Showcase (ILS) programme is a partnership between NCW and the British Council, supported by Arts Council England and Creative Scotland.

The National Centre for Writing (NCW) celebrates and explores the artistic and social power of creative writing and literary translation. Our on-going programme of innovative collaborations engages writers, literary translators and readers, in person and online, in projects that support new voices and new stories, and respond to the rapidly changing world of writing.

The British Council builds connections, understanding and trust between people in the UK and other countries through arts and culture, education and the English language. They help young people to gain the skills, confidence and connections they are looking for to realise their potential and to participate in strong and inclusive communities. British Council supports them to learn English, to get a high-quality education and to gain

internationally recognised qualifications. British Council's work in arts and culture stimulates creative expression and exchange and nurtures creative enterprise.

The ILS programme aims to showcase amazing writers based in the UK to programmers, publishers and teachers of literature in English around the world. To this end, we invited five leading writers - Elif Shafak, Val McDermid, Jackie Kay, Owen Sheers and Kei Miller - to each curate a showcase of themed writing coming out of the UK today. The 50 selected writers were then showcased to the global literature industry through a mixture of events, media coverage, symposia and digital resources.

To complement the existing [ILS materials for literature professionals](#), NCW seeks to commission a resource pack for Higher Education institutions and practitioners that will showcase the selected ILS writers to course directors and teaching staff. This digital resource pack will give course directors and teaching staff the confidence and sources needed for them to include ILS selected writers in their teaching and engage students with their work, and ultimately seek to broaden and contemporise the range of UK literature taught in literature and creative writing courses around the world.

The digital resource pack will be made freely available to Higher Education institutions and practitioners via the NCW and British Council websites and networks.

## Outputs and criteria

We expect that the successful applicant will have:

- Experience of creating and using teaching resources in higher education and/or intercultural settings;
- Excellent research skills and understanding of academic research and citational practices, and intellectual property;
- Excellent written communication skills and the ability to display complex information in a clear and engaging way;
- The ability to work independently and as part of a team on a remote basis;

- Strong understanding of issues in contemporary literature and literary studies;
- Existing and ready access to academic networks and to research materials including journals, e.g. through their institution's library.

The successful applicant will undertake to:

- Begin and invoice for the work no later than Tuesday 28 September 2021;
- Advise on the types of content that will be most useful to the target audience;
- Research and write high-quality resource pack content to facilitate higher education teaching of the works of the 50 ILS selected writers, including suggesting primary and secondary source materials;
- Maintain full and comprehensive records of primary and secondary sources used in the content and production of the resource pack;
- Advise and assist with the creation of a distribution plan to ensure the resource pack reaches its intended audience;
- Maintain regular contact with the project team at NCW, particularly regarding resource pack content and production;
- Complete and share with NCW a first draft of the resource pack content by 03 December 2021;
- Accept feedback from NCW on the draft resource pack content by 28 January 2022;
- Complete and share with NCW a final draft of the resource pack content by 04 March 2022.

The commission fee is £3000, including all expenses, VAT and other deductibles. Payment of taxes and other deductibles will be the responsibility of the successful applicant. The successful applicant will be contracted on a freelance basis by National Centre for Writing during completion of the work, and payment of the fee will be made by the end of September 2021.

## How to apply

A proposal for undertaking the work should include:

1. A CV including full contact details;

2. An outline of how you meet the applicant criteria above (max. 300 words);
3. An outline of how you will complete the work outlined above, including an indication of your proposed content and structure; your working timetable, and how you will meet our deadlines and help ensure the resource pack reaches its intended audience (max. 500 words).

These should be sent in a single document in .doc, .docx or .pdf format to Flo Reynolds, Programme Manager, at [florence@nationalcentreforwriting.org.uk](mailto:florence@nationalcentreforwriting.org.uk), no later than 10:00 am BST on Monday 20 September 2021.

Proposals submitted will be assessed by NCW staff against the following questions:

1. To what extent does the proposal demonstrate an understanding of the issues and requirements related to this brief?
2. To what extent are the proposed methodology and methods appropriate to the requirements set out in this brief?
3. What degree of experience and/or skill does the applicant demonstrate in order to successfully complete the work?
4. How will the applicant structure their work in order to successfully deliver the required work to the budget and timetable required?

## Commission process

The commission timetable will be:

Proposal return deadline: 10:00 am BST on Monday 20 September 2021.

Clarification meetings: 21-24 September 2021.

NCW will notify applicants of our commission decision by email no later than 24 September 2021.

## Further information

Further information about the ILS programme, the selected writers and the resource materials to date can be found here:

<https://nationalcentreforwriting.org.uk/international-literature-showcase-2021/>

Further information about National Centre for Writing can be found via our website: <https://nationalcentreforwriting.org.uk/>

Any questions regarding the commission and application process will be treated confidentially and can be sent to Flo Reynolds, Programme Manager, [florence@nationalcentreforwriting.org.uk](mailto:florence@nationalcentreforwriting.org.uk) or via +44 1603 877177.