Crafting Futures: East Asia Advisory Group

Terms of Reference

# Overview

Crafting Futures is a global British Council programme working to create a sustainable craft industry through creative collaboration and exchange. By promoting the relevance of the craft sector, the programme aims to support the growth of women’s economic empowerment, the exploration of material innovation and the future of cultural heritage.

The programme is currently active in East Asia, South Asia and Latin America, including Thailand, Myanmar, Vietnam, Malaysia, Afghanistan, Bangladesh, Pakistan and Mexico with possibilities to grow to India, Nepal, Sri Lanka and other Latin American countries.

In East Asia, the programme focuses on supporting female artisans and promoting traditional crafts and heritage for social inclusion and economic development in the region.

# CURRENT ACTIVITIES

Globally, the programme will work across three tiers – Collaboration and Shared Learning, Research and Education and Access.

COLLABORATION AND SHARED LEARNING

Through international collaboration, Crafting Futures creates new networks and opportunities for shared learning between the UK and other countries around the globe. Activities include:

* Residencies and exchanges between designers and artisans from the UK and overseas:
  + Enable designers and artisans to work together, bringing together traditional craft and contemporary design to foster new ideas, innovative designs and creative practices
  + Preserve, share and develop knowledge, practice and traditions in craft
  + Fostering new international networks between artisans and designers
* A consortium of UK partners from the craft sector offering expertise and support to develop projects and their outcomes. Working together, partners form their own network for sharing knowledge and insight. This network is built on with regional advisers; ensuring the programme’s work is relevant to each region and creating key connections for the craft sector around the globe.

RESEARCH AND EDUCATION

Crafting Futures supports research and education in craft, ensuring our projects are relevant and the quality of creative practice is preserved and continues to develop**.** Activities include:

* UK and local researchers observe and learn about the contexts around craft in different countries:
  + Understanding how the future of craft is under threat and the broader economic, social and cultural issues at play
  + Mapping and documenting approaches and dying crafts to preserve and inform future practice locally and in the UK
* Toolkits and training for designers and artisans are informed by research and focus on the necessary skills or knowledge that will help to improve their craft practices, building sustainable futures and livelihoods; from business and marketing, to social enterprise and English lessons.

ACCESS

Crafting Futures offers designers and artisans access to knowledge and expertise, new markets and new audiences, ensuring the value of craft is appreciated more broadly and knowledge can continue to be shared within the sector. Activities include:

* Through collaboration, the UK consortium and regional advisors, and conferences designers and artisans have access to:
  + International networks and expertise
  + New markets, through networks, showcasing and the development of new innovative designs and creative practices
* New audiences for craft are developed through showcasing and exhibiting the work of designers and artisans. Through greater awareness and understanding, the value and appreciation for craft is raised.
* Designers and artisans have access to the research preserving and documenting cultural heritage, enabling them to continue and develop traditional practices, increasing their own sense of cultural identity and value for their heritage.
* Digital interventions improve access to broader networks and markets, through online access to or development of online platforms, marketplaces and apps.

# Advisory Groups

The British Council is creating regional Craft Advisory Groups in its target regions to provide support and counsel for the programme teams. We will launch the first group in East Asia.

# The groups’ functions are solely advisory. They do not have decision-making or executive powers. The crafting futures East Asia advisory group advises the British council’s Crafting Futures programme in East Asia and influences how the British Council’s vision and strategy for the programme are developed.

# Objectives OF THE ADVISORY GROUPS

* To provide a diverse representation of the craft sector in East Asia beyond the immediate Crafting Futures programme partners and give an additional voice to planning through the Advisory

Group

* To provide a channel of professional advice within the areas of expertise represented on the group
* To identify new opportunities and trends related to the craft sector, including partnerships, sponsorship, research grants, trusts and foundations;
* To provide feedback on British Council’s projects in East Asia;
* To develop cross-regional opportunities
* To forge links between our UK partners and key international players in the craft sector
* To connect the British Council with the craft communities in East Asia

**STRUCTURE OF THE ADVISORY GROUPS**

The advisory groups are composed of:

1 Chair

1 Secretary (British Council East Asia Programme Director)

6 Members

* The Chair and the members will serve a term of two years, which may be renewed in exceptional cases
* The Secretary is the British Council’s Crafting Futures: East Asia Programme Director but is not a member of the group
* The Secretary may nominate another member of staff to assist him/her in carrying out his/her functions, with the exception of signing letters of appointment
* The British Council seeks to secure a complementary range of experience and knowledge across each craft advisory group.
* The members are invited to join in a personal capacity rather than as a representative of their employer
* The members and Chair are recruited through an open and transparent process
* The positions are not remunerated

# Profile of the Advisory Members

British Council are seeking Advisory Group members who represent the diverse range of the Crafting Futures programme. Candidates should have an interest in supporting the development of the crafts sector in East Asia and globally or view the growth of the sector as an opportunity to generate women’s economic empowerment and agency.

We endeavour to appoint members who have a significant career profile in the region and can demonstrate an acknowledged achievement. We are interested in both individual practitioners as well as those working within senior positions of organisations, although members will be invited to join in a personal capacity rather than as a representative of their organisation.

We are seeking expertise from the areas of women’s empowerment, social enterprise, design, digital and technology, craft, textiles and cultural institutions. Members will be asked to give professional advice on the Crafting Futures programme based on their area of expertise and act as an advocate for the programme within their sector. In addition to representing a wide range of the sector, we will also look for members which represent the diversity of countries in the ASEAN region.

**Advisory members must be residents of ASEAN countries.**

**MEETING SCHEDULE**

* The Crafting Futures East Asia Advisory Group will normally meet two times per year, once physically and once digitally. The number of meetings called is at the Secretary’s discretion in consultation with the Chair
* The group will be provided with a meeting schedule and a forward plan of agenda items
* The Secretary should ensure that the group is consulted during the strategic planning process
* The papers, including the agenda, past minutes and any other necessary material, should be circulated at least one week before each meeting
* After each meeting, minutes will be prepared by the Secretary and reviewed by the Chair before they are circulated to the members, no later than one month after the meeting
* Once approved by the members at the next meeting, the minutes will be reviewed by the Secretary for any material that could be considered exempt under the Freedom of Information Act and then published, with any redactions, on the British Council’s Crafting Futures webpages
* The Secretary is the principal recipient of the group’s advice and is responsible for providing feedback to the group on how its input has influenced thinking on the strategy of the Crafting Futures: East Asia programme. The feedback will be captured in the minutes

# Responsibilities of the Advisory Groups

The members of the advisory groups will be asked to:

* Attend a face to face meeting in at the end of the year (approximately between November - January months). British Council will provide flights, accommodation and visa facilitation for those members traveling from other countries within the ASEAN region
* Attend an online meeting mid-year (approximately between June – August months)
* Provide expert advice and support following presentations of British Council projects, alerting the teams to relevant opportunities relating to the projects where possible, providing feedback based on an understanding of the needs in the region for the craft sector and sense-checking the proposed activity

**BENEFITS OF JOINING THE ADVISORY GROUP**

* Having a say in how the British Council’s regional crafts programme is shaped
* Access and connection to key UK organisations working in the craft sector
* Opportunities to network with other regional organisations and individuals
* Appearing on the British Council’s websites and promotional materials as a Regional Adviser for the global Crafting Futures programme

**BRITISH COUNCIL WILL:**

* Arrange and host biannual Advisory Group meetings;
* Provide flights from within the ASEAN countries, accommodation and visa facilitation for those members traveling from other countries to attend Advisory Group meetings;
* Present the current Crafting Futures projects at the Advisory Group meetings for feedback and insight;
* Publish the names of the Advisory Group members on relevant on British Council websites;
* Send quarterly project updates to Advisory Group members.

**FURTHER TO THIS, PLEASE NOTE:**

* All communications to or from members of the Advisory Group to the British Council are considered public records. They may therefore be disclosed to the public should we be required to do so under the Freedom of Information Act.
* Advisory Group members are asked to declare any interests which could be considered as compromising their impartiality. Criteria for the declaration of interests centres around whether a member of the public, knowing all the facts, might think an interest to be so significant that it would be likely to prejudice the judgement of any Advisory Group member. Should you feel this applies to you, you should write to the British Council in confidence. Any correspondence of this nature will be kept in confidence on our records but potential conflicts of interests need to be disclosed to the Advisory Group members at the beginning of our first meeting.
* We ask all members of the Advisory Group to respect any requests for confidentiality on embargoed information discussed during meetings.

**TO APPLY**

In order to apply, please send a short biography or CV along with a brief statement on why you are interested in this opportunity, how you think you could contribute and what impact you hope to see to [sasiwimon.wongjarin@britishcouncil.org](mailto:sasiwimon.wongjarin@britishcouncil.org) by 31 October 2018. Members will be selected by the British Council Craft team and announced no later than 10 November, 2018.

Please note we will only accept applications from current residents of ASEAN countries. Please get in touch if you have any enquiries.

**APPENDIX**

BRITISH COUNCIL CRAFT TEAM

The British Council’s craft team governance includes:

Senior Responsible Officer, East Asia: Katelijn Verstraete, Regional Director Arts

Senior Responsible Officer, UK: Sarah Mann, Director of Architecture, Design Fashion

Programme Director: Delphine Pawlik

Project Manager: Sasiwimon Wongjarin

Programme Manager, UK: Kendall Robbins

Programme Manager, Malaysia: Grey Yeoh

Programme Manager, Myanmar: Kyi Kyi Pyone

Programme Manager, Thailand: Patcharawee Tunprawat

Programme Manager, Vietnam: Thao Nguyen

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