Job Description

Job Title	Sessional Creative Technologist Consultant - Freelance
Location	Home Worker
Reports to	Design Lead supported by Design Advisory Group
Hours of Work	Up to 17.5 Hours Weekly (open to various working patterns). Fixed term contract for 10 weeks
Salary	£300-350 day rate dependent on experience

Impact Funding Partners working with Scottish Government & the Design Advisory Group

We are supporting a Design Advisory Group appointed by a Scottish Minister by recruiting a consultancy team in preparation for the creation of an Anti Racism Observatory for Scotland (AROS): a new national body to embed systemic Anti-Racism accountability approaches in policy and which will deliver real change across Scotland.

Since 1982, Impact Funding Partners (IFP) has been a champion of social justice across Scotland and beyond, regarded as a leader in our field of fund management, capacity building and consultancy, in close collaboration with partners across the third, public and private sectors. We've developed a range of services that our agile team deliver with a single-minded focus on maximising the positive impact of funds targeted to address Scotland's social justice and environmental priorities.

We are recruiting a Creative Technologist Consultant – Freelance, to specifically support this development.

IFP Team

As a key member of our agile team but reporting to the Design Advisory Group (DAG) Lead, you will be accountable for high quality support in the delivery of our work plan. You will work closely with the DAG in its preparation for the creation of Scotland's first Anti Racism Observatory and will have contact with the wider team of IFP colleagues, namely, IFP's Programme Lead, Chief Executive, and the operational team. You will also liaise with other external stakeholders and must be a confident and skilled communicator.

Your Role

The Creative Technologist will work closely with a Consultant User Researcher (recruiting now).

In the future, the AROS will host an open access Interactive Digital Library to hold a broad range of cross-sector and community-sourced content including research, documentation of community-led initiatives, project archives and statistical data.

The key ambitions for this role are:
- to familiarise with the brief for the planned development of the Interactive Digital Library
- to work with the User Researcher to develop questions for their community engagement work to learn about the research, initiatives and projects communities' hold or have led on around anti-racism and discrimination
- to work with the User Researcher to learn how communities would like to interact with a digital library, their needs for its functionality
- to build knowledge of existing cross sector research and policy which relates to addressing racialised inequity
- scoping: to explore approaches for an accessible, user-friendly interface
- to develop recommendations from the community feedback and scoping work, for future AROS to approach building the Interactive Digital Library.

The role is being recruited by Impact Funding Partners and reporting to a short-term Design Advisory Group (DAG) working with the Scottish Government to lay strong foundations in preparation for the creation of AROS.

Context: Design Advisory Group:

The Design Advisory Group (DAG) is a short-term group established by appointment of a Scottish Government Minister, to support the interim period whilst a host organisation for the AROS is procured. The DAG is comprised of individuals with knowledge and expertise of: anti-racism, community development, employment processes, governance, organisational development and policy-influencing. The membership of the DAG includes those with experiences of intersecting marginalisation(s), and the realities of systemic racism and expertise.

The Group has no statutory powers and is working collaboratively with the Scottish Government to design and implement the future AROS.

Therefore, the successful candidate will be engaged by IFP and supported and managed by the DAG Lead in leading this programme of engagement.

The expectations of the role will be to deliver the following primary functions:
- To work closely with the User Researcher to develop their community engagement work, to ask about any historical and current work communities have undertaken
- To begin to understand what has happened to the work they have done and where it is stored, if and how it is shared and seen (or not seen) by others.

- To begin to understand how they would like to see their work and other policy and research made accessible and how they would like to see others' work
- To research similar models and scope approaches for building a digital library with accessibility at the forefront
- To prepare a proposal for the Interactive Digital Library for the future AROS

Anti-racism and anti-oppressive principles and accessible communication methods will be used to help generate the narrative and reporting developing from this work.

Purpose of Role

From an anti-racism perspective, to create transformational processes that are effective for all, it is vital that this new organisation builds from the experiences of those most impacted by systemic racism.

This work has been commissioned by the DAG to build evidence for future AROS to help ensure communities' perspectives are sustainably and meaningfully embedded in the development and delivery of the new organisation.

This Creative Technologist consultant will also support the development of strong relationships with communities across Scotland. It will build from the Anti-Racism Interim Governance Group (AIGG) community research and explore further what and how communities may wish to contribute to an interactive digital library for the future AROS.

We know that this type of work can be gradual and often takes time. Given the constraints of time, we acknowledge that the depth of learning may be limited. We aim to be pragmatic and collaborate closely with the consultant to make sure this work will be as effective as possible.

Role Responsibilities

To engage with feedback from people to form the basis for an understanding of what research and evidence they have, how it has historically and currently been used and how they think it could become more accessible.

Working with User Researcher to bring the community expertise, feedback and experiences into the future design of the Interactive Digital Library proposal

This is anticipated to involve:
- Desk-based research to develop a strategic outreach plan with the User Researcher for their community engagement

- Scoping existing research and policy work, exploring approaches and models for building a digital library
- Attending some community events with the User Researcher as appropriate
- Meeting regularly with the DAG Lead and team to brainstorm concepts, discuss feedback from the community engagement
- Incorporate user feedback into the technical solutions development
- Collating and writing a report which documents the development process, procedures and any application version histories for this work for the future AROS
- Developing a prototype or proposal for the build of the Interactive Digital Library

This work will be led by the Design Lead, supported by the DAG and administrated by Impact Funding Partners.

Your Experience

The ideal person will possess a demonstrable understanding of community co-production, facilitation, anti-racism and intersectionality.

We are looking for individuals that:

- Have sound experience and expertise in software development, web development, and/or app development, with a strong proficiency in Content Management Systems (CMS).
- Have worked in community-based settings, with direct experience centering the needs and voices of people impacted by structural racism and other forms of systemic discrimination.
- Demonstrate strong conceptualising, visioning, and creative design abilities, with a proven track record of translating community feedback and research into innovative digital solutions.
- Keep abreast of advancements in application design and new technologies, with the ability to integrate modern tech solutions to enhance user experience and functionality.
- Demonstrate a deep understanding of the social and technological contexts of the challenges this role seeks to address, including the intersections of race, technology, and access.
- Have an awareness of issues facing people who experience racism, racialisation, and the resulting discrimination and disadvantage, and how these issues impact digital engagement and accessibility.
- Have experience working with individuals and communities with lived experience of structural discrimination, utilising that experience to inform the design and development of digital tools that are inclusive and empowering.
- Have experience in building creative technology solutions from community consultations, feedback, or user research, ensuring that the

final product is user-centerd and meets the specific needs of the target audience.

- Demonstrate expertise in developing forms with conditional logic and other advanced functionalities, ensuring that the digital solutions are both dynamic and responsive to user input.
- Have strong organisational skills and are able to manage the challenges of short timescales, with a focus on delivering high-quality outputs on time.
- Have expertise in writing in an accessible format, ensuring that all communications, documentation, and interfaces are inclusive and easy to understand.
- Possess knowledge of PHP and other relevant programming languages, enabling the customisation and extension of CMS platforms to meet project-specific needs.
- Have experience in building digital infrastructure that supports effective team collaboration, communications, and data sharing, with a focus on utilising digital solutions to enhance project workflows and outcomes.
- Demonstrate a strong understanding of GDPR, data privacy, and cybersecurity principles, ensuring that all digital tools and platforms are secure and compliant with legal requirements, particularly in the context of sensitive community data.

Role Core Competencies

The essential core competencies for the successful delivery of this role include, but are not limited to:
- A minimum of 2 years experience as a creative technologist
- Demonstrable industry knowledge, analytical and problem solving skills
- Advanced proficiency in dynamic languages, web frameworks, and multiple APIs
- Extensive experience in designing, implementing and optimising technical solutions
- A track record in working with people who experience structural discrimination
- Ability to work on own initiative and manage multiple deadlines under pressure
- Ability to develop and explain technical concepts in accessible, easy to understand ways for a wide range of audiences
- High level project management and organisational skills
- Demonstrable anti racism practice

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the work. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.

Creative Technologist Consultant
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August 2024