

The Ahmed Iqbal Ullah RACE Centre (AIURC) is a leading specialist library on race, ethnicity and migration with a rich collection focusing on the experiences of Black, Asian, global majority, migrant and refugee people (including a growing archive). We are recognised as a special collection within the University of Manchester Library but are based in Manchester Central Library as part of the Archives+ partnership.

The RACE Centre works alongside the Ahmed Iqbal Ullah Education Trust (AIUET), a charitable trust that functions as the outreach arm of the Centre and delivers a wide range of activities and projects.

We work as one team with a shared vision and mission:

Our vision is an inclusive, equally represented and racially just society.

Our mission is to make Black, Asian, global majority, migrant and refugee history, heritage and culture more visible, supporting excellence in research and learning through ethical and inclusive practice.

Our values and objectives

We are an anti-racist organisation, with defined values and guiding principles:

We work collaboratively and respectfully with others. This means doing things 'with people' not 'to people'.

We take a lead in challenging inequality, discrimination and bias.

We work courageously to uncover, record and collect marginal histories, by providing a safe space for discussion.

We work to a set of objectives, as follows:

1. Increase access, relevance and quality of research, teaching, and collections.
2. Create opportunities for enjoyment, understanding and knowledge of Black, Asian, global majority, migrant and refugee heritage and culture.

3. Increase the skills and confidence of community groups, researchers, academics, students, and young people.
4. Clarify our message to increase awareness of our value and impact to key decision makers and stakeholders to inform policy and attract investment.
5. Change the sectors we work with so they adopt more ethical and inclusive ways of working.
6. Secure a relevant, forward thinking and sustainable service.

Working with schools and educators

Over the years, we have worked with schools and educators on joint projects as well as contributing to teaching and other activities. We have also produced several off-the-shelf resources for schools.

However, we know we are not fully utilising our collections, nor are we able to meet the level of interest from teachers and educators for resources that help them teach Black, Asian and ethnic minority history, that are rooted in anti-racist values and practice. Since the murder of George Floyd and subsequent Black Lives Matter protests, public debates on how Black, Asian and ethnic minority history is taught and debates around statues, the legacy of the slave trade and Empire, there has been an even higher level of demand from schools and others who work with children and young people.

Our initial review of our existing resources as well as the wider context identifies the following issues:

- A lack of resources around race, ethnicity, anti-racism and migration that root back to Black, Asian, global majority, migrant and refugee people's voices and experience. Existing resources tend to focus on a few well-worn themes and often are neither imaginative or creative nor intersectional in their approach.
- Many resources assume the audience is white/non-migrant and don't cater for groups of students with mixed ethnicity and experience of immigration/asylum systems.
- Resources are often very safe, shying away from naming racism or talking overtly about the damaging legacy of colonialisation. They are seldom clearly anti-racist in their approach.
- Resources are often very generic and/or don't relate to the history of Greater Manchester.
- There is a need for materials that work for parents, carers and home educators. Supplementary and Saturday Schools are also often unrecognised as educators.

We have secured funding from the National Lottery Heritage Fund to commission a freelancer to help us make best use of our collections and meet the needs of teachers and educators, in a way that supports our vision, mission and objectives.

The commission

A) Review of our collections (archives and library) and existing educational resources:

1. Familiarise yourself with our archive and library collections (review catalogues, time in library if appropriate & possible)
2. Familiarise yourself with our existing resources for educators
3. Produce an overview of the National Curriculum (Key Stages 1 - 4) and where there is connection with our collections
4. Provide a list of potential lessons (at this stage these can be top-level / outline ideas, rather than detailed lesson plans)

B) With us, agree a broad template for our educational resources that will ensure all resources are developed in a consistent and coherent way. This should ensure that whenever new teaching resources are developed:

- our organisational and anti-racist values are embedded in resources
- the National Curriculum is clearly referenced (where appropriate)
- consistent language and style are used (while taking into account different teaching levels)
- links to other archives, organisations and collections are included
- extension activities are suggested

We're not expecting a piece of design work, as we will commission this separately. However, we would like you to feed into the work of a graphic design company to create a well-designed style guide.

C) Develop a set of off-the-shelf teaching resources: 15-20 lesson or assembly plans/activities for both formal education and youth settings/supplementary schools.

The commission would involve regular progress meetings (at this point, telephone or online) with the Collections Engagement Officer and potentially, with a Reference Group of critical friends established to support the AIU RACE Centre in developing our strategy for working with schools.

What we are looking for:

1. Strong understanding of anti-racist teaching practice

2. Experience of creating collections-based teaching resources for formal and informal learning
3. Understanding of non-formal education settings, including Supplementary and Saturday Schools and their needs (desirable)

We welcome applications from freelancers with Black, Asian, global majority, migrant and refugee heritage as well as organisations that work with these communities. However, we also welcome applications from others who can demonstrate a strong understanding of anti-racist teaching and commitment to making Black, Asian, global majority, migrant and refugee history more visible and accessible to all.

Budget

Our budget allows us to commission 40 days at £250 per day on a freelance basis. We would expect these days to be roughly split as follows:

6 days: Familiarisation (reading, desk research, conversations with AIU staff)

10 days: National Curriculum review

20 days: Creating resources

4 days: Contingency (i.e., to be allocated during the commission)

Appointment Process

We would like to commission an individual (or organisation) to start in January 2021 and complete the commission by end of March 2021. If you are interested, please give us the following information:

About you:

- Who you are and what relevant experience you bring to this commission
- Any lived experience or personal insights of racism (and other forms of discrimination) you might bring to the commission
- What knowledge you have of Greater Manchester and its communities

Your experience:

- Your experience of producing anti-racist teaching materials based on archive or museum collections (and resources that challenge other forms of discrimination). **Please share at least one example of your work - this could be an additional document or a link to a website.**

Your approach to this commission:

- What practical and ethical principles you would apply, in developing a set of collections-based resources
- What potential ethical and/or practical challenges you think we may face in this piece of work (and any ideas you have for addressing these)

This work will not require extensive access to our archives, but the freelancer would need to visit at least once or twice (all dependent on coronavirus restrictions, of course). This means that we want to appoint someone who lives within Greater Manchester (or who is in Manchester regularly, for other reasons), as we can't cover travel costs.

Please tell us this in no more than 4 pages (font no smaller than 11 point). We know this is tight: our judgement will be on the information presented rather than your writing style!

Please also supply at least one example of your work - this is additional to the 4 pages requested.

Please give us two references; at least one should be able to comment on your work creating educational resources.

The deadline for submissions is 10am Monday 11th January.

If you have any questions please email Maya Sharma, Collections Engagement Officer at maya.sharma@manchester.ac.uk.

Please note, Maya will be on leave between 18th December 2020 and 4th January 2021. This means you may not get a quick response to any queries, depending on when you email her.