



The Albany
Douglas Way
Deptford
SE8 4AG

www.thealbany.org.uk

www.funpalaces.co.uk

Job title: Fun Palaces Access Consultant

Pay scale: This position is currently freelance with a daily rate of £200 per day (expected to increase from 1st April 2026).

Contract: Fixed Term, freelance 2 years with potential to extend.

Hours: This is a part time role, **one day per month**, which can be worked flexibly (you may choose to work a couple of hours a week). There will be the potential for additional days work over the course of the two years.

Location: You will from time to time be expected to meet at our Deptford office, then you can work wherever you like apart from that. As Fun Palaces is a national (and international) campaign, travel across the UK is a part of the job, with the occasional overnight stay (with costs covered). We acknowledge that in person attendance and travel may act as a barrier to this role for some people, so are open to discussions around this role being remote.

Fun Palaces functions as a discrete ring-fenced project within the Albany, and is based at the Albany. The Fun Palaces Access Consultant will therefore be contracted by the Albany.

Fun Palaces is a campaign to make the cultural sector fairer, more inclusive, richer and more fun, via year round campaigning and an annual weekend of celebration. We strive to celebrate everyone's cultural life, everyone's voice, everyone's uniqueness. So, we take care of each other at work, develop our roles around the people in them, and respect people's lives beyond the workplace. **We are very aware of the structural disadvantages faced by marginalised communities across the sector. If you are someone who experiences racism,**

sexism, ableism, classism, homophobia or transphobia, then we actively want to hear from you.

We are looking for an Access Consultant to develop Fun Palaces' work. Fun Palaces is funded by The National Lottery Community Fund, and we are grateful to Lottery players for their support.

Fun Palaces Access Consultant

Do you believe that everyone is creative?

And that everyone (and every community) has a right to have their cultural life celebrated and respected?

Do you want a flexible, varied, inspiring job that you can make your own?

Do you want to help make culture fairer and more equitable for everyone?

Do you care about people, their stories, their cultures, their passions, their issues?

If your answer to all these questions is yes - you are probably the person we need.

It doesn't matter to us what your specific background and experience is, but we'd like you to be:

- A clear communicator, able to discuss challenging topics in an accessible way.
- Organised and good at planning - able to make the most of your time.
- Friendly and warm, able to build connections with Fun Palaces Makers.
- Curious and thoughtful, interested in investigating and evaluating the impact of your work on people and systems.
- An experienced facilitator, capable of leading training and discussions online and in-person, staying on track whilst opening space for questions and discussion.
- Practical and solution-focused, able suggest clear actions, toolkits, and everyday practices.
- Committed to making cultural spaces fairer, more equitable, and joyful for everyone.
- Someone who believes in community, creativity and culture at the heart of everyday life – and wants to help tell that story.

We encourage a culture where people can be themselves and be valued for their strengths. We are keen to hear from candidates from all backgrounds with different skills and interests. We will always want different perspectives, experience and knowledge helping

Fun Palaces grow and develop, so while you may have a background in the cultural, voluntary and/or community sectors, we are also very interested in hearing from you if you don't!

What skills will you need?

We are looking for a person with most (but not necessarily all) of the following experience and skills:

Workshop facilitation and training delivery: Experienced in designing and delivering engaging and interactive access workshops, discussions, and training sessions for a range of groups.

Evaluation: Able to evaluate and reflect on the impact of your work (especially relating to workshop facilitation) and feedback on your learnings.

Access strategy development: Able to design and deliver access strategy aligned with Fun Palaces' values and goals, with clear, measurable actions.

Toolkit and resource creation: Able to create clear, user-friendly toolkits and guidance documents to support staff and Fun Palaces Makers in embedding inclusive practices.

Inclusive recruitment practice: Knowledgeable in reviewing and advising on hiring processes, job descriptions, and outreach to support diverse and equitable recruitment.

What will the role involve?

Over the last 3 years 29% of lead Fun Palaces Makers declared a disability or chronic health condition, the Access Consultant will support the work of the campaign to ensure it is and continues to be as accessible as it can for those who are chronically ill and / or disabled. It's a varied role and no two working days are likely to look the same. The following is a guide to the nature of the work, we expect this role to develop around the strengths and skills of the person who takes it on, with their input to shape the position. However the role is likely to include:

- With input from the Director and the wider team, updating Fun Palaces Access policy.
- Delivering annual online and in-person training to Fun Palaces Makers and the Fun Palaces team on Accessibility.

- Reviewing Fun Palaces toolkits and website to ensure they are accessible to a range of service users.
- Taking responsibility for the Fun Palaces [Accessibility Toolkit](#) and ensuring it's kept up-to-date.
- Feeding into the Fun Palaces campaign, joining us at national network meetings and contributing to our overall work.
- Advising on hiring processes
- Offering 1:1 advice to Makers who want to think more deeply about accessibility at their Fun Palace.

They will join us as part of a small team, working closely together, and contributing to shaping the organisation.

ABOUT FUN PALACES

“Fun Palaces (...) is a campaign or - better - an idea. The idea is that people create culture because it is essential to their being in the world. When it comes to our culture and our needs, each of us is a world expert. Fun Palaces helps us make more of who we are and what we already have.”

François Matarasso, Community Artist and Writer, 2020

Fun Palaces is a national and international campaign working towards a world where everyone has a say in what counts as culture, where it happens, who makes it, and who experiences it.

The first weekend of October every year is the Fun Palaces weekend of celebration. This is when community ‘Makers’ run fun and locally-led activities, public venues hand over their space for a community-led takeover and/or other events like these happening throughout the year can be shared and celebrated as part of the Fun Palaces movement. You can see our reports and short films of past Fun Palaces Weekends here: <https://funpalaces.co.uk/about-fun-palaces/evaluations/>

This is the tip of the iceberg though, as Fun Palaces campaigns year round for everyone’s culture to be celebrated, funded, and enjoyed. This means supporting cultural institutions to boldly hand over their resources to their communities; supporting communities and community members to have their brilliance recognised; connecting people and organisations locally and nationally and sharing learning as widely as we can. You can read our aims here: <https://funpalaces.co.uk/about-fun-palaces/aims-and-objectives/>

The Team

Fun Palaces is supported by a team of 5 based in London, everyone between 2 and 4 days per week.

The whole organisation and key stakeholders continue to come together quarterly for Network meetings in different locations across the country which allow us to share our learning, and learn from each other. These meetings are hosted in turn by the various Fun Palaces Makers.

We have a culture of supporting people to take their work in the direction which makes the most of their unique skills, talents and interests. We hope that everyone in the organisation feels heard, and we know that we can always do better, and are willing to be told when we get it wrong. Everyone in the organisation has a say in how we grow and develop, and every role can grow and develop around the person in it. Each team member works in their own way. We make space for that, which makes leading Fun Palaces a far from straightforward task.

Whilst by some measures we are a diverse team, by others we are not. We are currently 60% White and 60% female. In 2023, the Makers for whom we have data were 84% White, and 78% female. 18% were from Working Class Origins, 31% were LGBTQ+, and 45% have a disability or health condition. Three quarters of Fun Palaces happen in postcodes which are in the most deprived half of the Index of Multiple Deprivation.

How do I apply?

1. Prepare your documents

You must submit:

- **Your CV** (and contact details of two referees -referees will only be contacted if you are being offered the role and with prior consent) and
- **Your answer to Step 2, using one of the following formats:**
 - a letter (max 500 words, .doc or .pdf file only)
 - a video (max 3 minutes)
 - a voice recording (max 3 minutes)

- a PowerPoint presentation (max 5 slides, 500 words total)

2. Tell us why you want to be part of the Fun Palaces team and describe the qualities, skills and experiences you would bring to the role, using one of the formats above.

(page 2 tells you what we are looking for)

3. Upload your files to this link

Both files must be named with your full name, and uploaded to this link:

<https://www.dropbox.com/request/hQSFLCUbS2oh3gzrLgXE>

If you're sharing a video via a link, upload a .doc .pdf or .txt file named with your full name, containing the link.

Everyone will be considered equally, regardless of the format you choose to apply with.

4. Complete the equal opportunities form and upload it as a separate document here:

<https://www.dropbox.com/request/WShSO2y7T3t8k2JrvUOf>

Access

If you need to receive this information in a different format, please contact us on hello@funpalaces.co.uk or send a voice or text message to 07747 182 865. We will ensure we meet the access requirements of all candidates invited to interview.

Timeline

- Deadline for applications: **Friday 7th November (by midnight)**
- All candidates contacted by: **Wednesday 12th November**
- Interview (in Deptford*): **Tuesday 18th November**
- All candidates contacted by **Friday 21st November**

*Our office at the Albany is wheelchair accessible. Please let us know if attending an interview in person will not be possible for you and we can make accommodations.

We are very aware of the structural disadvantages faced by marginalised communities across the sector. If you are someone who experiences racism, sexism, ableism, classism, homophobia or transphobia, then we actively want to hear from you. (Please note: equal opps forms are anonymous, so if you want us to know this is you, highlight/mention this in your application). **We will pay £20 to applicants invited to interview if they are attending in-person, to cover costs - available via an expense form.**

If you would like to talk to someone about the role before applying, the team would be happy to chat. You can get in touch with the Director Amie Taylor, who will be line-managing the Access Consultant on amie@funpalaces.co.uk, or ring the office and leave a voicemail on 0208 692 4446, ext 203.

