

## Young People's Lead Facilitator Brief

Do you want to be part of shaping GY28 with young people at the heart?

Grimsby is bidding to become the first UK Town of Culture 2028 – and we're looking for an experienced skilled facilitator who can engage with young people from a diverse range of backgrounds to help shape an ambitious, community-led cultural programme at the heart of the bid.

This is a unique opportunity to play a key role in a nationally significant project, helping to tell Grimsby's story and showcase its creativity, heritage and cultural ambition on a UK-wide stage.

### ABOUT THE ROLE

Working closely with the Town of Culture team, you will:

- Ensure strong local community voice, inclusion and participation throughout working with the creative programme lead and community lead to develop the engagement programme
- Liaise with Children and Young People's organisations and groups to identify engagement opportunities (existing and new) and create a schedule of engagement activity - this can be through various methods and we're particularly keen on exploring this through creative activities
- Prepare and plan attendance at engagement sessions in safe supportive spaces including venue hire, refreshments and access requirements
- Develop session briefs and facilitator notes to utilise in the engagement activities with purpose, creativity and inclusion as key considerations for how young people's voices are gathered
- Communicate with relevant leads, groups and organisations to promote the engagement activities with and for children and young people
- Lead and deliver the engagement sessions to ascertain thoughts about GY28 responding flexibly to the needs of the group, adapting sessions as required
- Ensure young people are meaningfully involved, listened to and supported throughout their participation.
- Support young people to build confidence, skills and understanding through their involvement

- Ensure safeguarding, consent, data protection and risk processes are followed
- Identify gaps in engagement and deliver additional sessions to maximise engagement and representation from children and young people
- Collate information from youth led sessions and seek to identify representatives for a GY28 Citizen's Panel and volunteer roles for the duration of the celebration year
- Provide regular updates on the programme development to the Town of Culture subgroup and lead coordinator confidently and positively responding to feedback
- Contribute to a high-quality submission to the Department for Digital, Culture, Media & Sport in conjunction with the lead coordinator and subgroup
- Develop and deliver the community engagement programme in a concise insightful document (as identified in the guidance) that includes:
  - o A high- level overview of programme activities undertaken
  - o Recommendations for potential partners and delivery methods
  - o Details of youth led involvement for all activities undertaken including contribution, participation and decision-making
  - o Identify locally relevant key themes and patterns translating youth feedback into meaningful insight
  - o Formation and make-up of the GY28 Citizens Panel

## WHAT WE'RE LOOKING FOR

We're seeking someone who:

- Has proven experience of planning and delivering engagement activities with young people
- Is a confident facilitator and collaborator able to adapt sessions to different needs
- Is well connected across local children and young people's organisations and groups with a broad network of contacts to support partnerships and delivery
- Creates a culture of care and respect supporting young people to share their ideas
- Is passionate about embedding inclusion, diversity and community impact & legacy across a programme
- Understanding of safeguarding and health and safety in work with children and young people

## KEY DETAILS

- Further information on the full Town of Culture application process can be found here: [UK Town of Culture 2028 Full application: Guidance for bidders - GOV.UK](#)
- The timeline for this work is short with the full bid to be submitted by 5pm on 30<sup>th</sup> November 2026
- Contract: Freelance / consultancy
- Duration: Approx. 20 days over 2 months (from Sept 2026)
- Fee: Up to £10,000 (incl. VAT, travel and expenses, venue hire & refreshments, access requirements, marketing & creative documentation (photo/video) and creative activities as part of engagement sessions). Proposals should not exceed this and should provide details of proposed day rate and total project fee with a budget breakdown.
- Location: Flexible (with engagement in Grimsby)
- Deadline: Tuesday 1 September 2026, 14:00
- Expected award: By Friday 4 September 2026 with inception meeting w/c 7 September 2026
- The successful applicant will be required to sign a Confidentiality/Non-Disclosure Agreement.

## APPLY

To apply, please send your CV and a covering letter (max 2 sides A4) by Tuesday 1 September at 14:00 to [createnortheastlincolnshire@nelincs.gov.uk](mailto:createnortheastlincolnshire@nelincs.gov.uk) outlining how you meet the full brief with specific reference to the following:

- How will you demonstrate collaborative youth focused leadership to deliver this brief?
- How will you empower and actively include young people in shaping the Town of Culture programme?
- Your skills, knowledge and experience in delivering this brief including your commitment and availability for the required period.