



iniva (Institute of International Visual Arts)
Visualising Contemporary Art Histories –
iniva's Moving Image Collections

Brief for Freelance Services
Freelance Evaluator

Freelance Brief

Role Title: Freelance Evaluator

Project: *Visualising Contemporary Art Histories* (BFI National Lottery Screen Heritage Fund-supported)

Location: Flexible working with in-person attendance at three London-based public events and occasional meetings at iniva (Stuart Hall Library, Pimlico)

Reporting to: Library and Archive Manager

Liaison with: Project Archivist

Contract Duration: August 2025 – April 2026

Fee: £3,150 (£350/day for 9 days, inclusive of travel, attendance, analysis, meetings, and reporting)

Executive Summary

iniva (Institute of International Visual Arts) is seeking a freelance evaluator to support the delivery of *Visualising Contemporary Art Histories – iniva’s Moving Image Collections*, a BFI National Lottery Screen Heritage Fund-supported public programme.

The freelance evaluator will be responsible for developing and delivering an independent evaluation framework that captures the reach, impact, and accessibility of the programme. This will include attending public events, gathering and analysing audience data, and producing a final report to inform future programming, partnership strategies, and inclusive practices in archive-led film curation. The evaluation will contribute to iniva’s organisational learning and reporting to the BFI.

About iniva (Institute of International Visual Arts)

iniva is a visual arts organisation whose artistic programme reflects the social and political impact of globalisation, encouraging discourse and debate on issues surrounding the politics of race, gender and class.

Founded 30 years ago, in 1994, under the leadership of renowned academic Professor Stuart Hall, iniva is a non-profit organisation based in London. It has established itself as a pioneering arts organisation in the UK and beyond.

With the Stuart Hall Library acting as a critical and creative hub for its work, iniva collaborates with artists, curators, researchers and cultural producers to challenge conventional notions of diversity and difference. The library holds a collection of over 10,000 publications, including artist books, monographs, exhibition catalogues, journals and zines, as well as an archive of iniva’s history promoting the work of Black and Asian artists such as those from the Black British Arts Movement.

iniva's programme supports artists and cultural producers at different stages in their careers, offering residencies, developing research, commissioning new work and promoting practice which enables artistic ambition and development. By cultivating innovative thinking, iniva is committed to disseminating research across a wide cultural spectrum and geographical network.

Our ambition is to build a greater body of knowledge around each of the artists with whom they work to ensure the legacy of their practices for future generations of researchers and audiences. Our mission is for everyone to know the global histories and legacies of internationalism and the Black British Arts Movement to invest in its future.

About the Visualising Contemporary Art Histories Project

Visualising Contemporary Art Histories – iniva's Moving Image Collections is a public programme funded by the BFI National Lottery Screen Heritage Fund exploring screen heritage through diasporic visual cultures and underrepresented art histories in Britain. The project celebrates and activates iniva's rich moving-image archive, making it more accessible through public programming and engagement.

The collection material explores themes such as the Black diaspora, migration, cultural memory, race relations, colonial history, and environmental justice. Artists represented in the collection include John Akomfrah, Horace Ové, Anand Patwardhan, Zarina Bhimji, Park Chan-wook & Chan-Kyong, Bouchra Khalili, Majida Khattari, and Cecilia Vicuña.

Taking place from 2025 to 2026, the programme reactivates this archive through a curated series of public screenings, discussions, workshops, and contextual events. It highlights underrepresented perspectives from Global Majority and Global South artists within Britain's screen heritage.

Delivered in partnership with community collaborators, the project considers critical dialogue between artists, audiences, and institutions. It supports learning, reflection, and audience development, while contributing to iniva's long-term goal of building inclusive, cross-sector partnerships across screen heritage and the visual arts.

Scope of works

The freelance evaluator will:

- **Collaborate** with the Library and Archive Manager and Project Archivist to agree the evaluation scope, methodology, tools, and timeline.
- **Design** a responsive evaluation framework aligned with the project's objectives
- **Attend** three public events between September 2025 and March 2026 to observe delivery, audience interaction, and accessibility.
- **Collect and analyse** quantitative and qualitative data including feedback forms, demographics, and audience participation.
- **Assess** accessibility and inclusion practices and provide constructive suggestions for improvement.
- **Provide** interim insights during the programme to support responsive delivery.
- **Produce** a final evaluation report by April 2026, suitable for submission to the BFI and iniva's internal use.

Evaluation Approach

The evaluation will assess:

- Reach and audience engagement across public events
- Effectiveness of accessibility and inclusion practices
- The impact of the programme on public understanding of diasporic visual art histories
- Organisational learning and areas for improvement

Methods will include:

- Design post-event surveys (capturing demographic and qualitative data)
- On-site observation and accessibility assessments
- Periodic review meetings with iniva project staff

Outputs

The evaluator will produce the following:

- Brief written feedback summaries after each attended event
- A final evaluation report by 17 April 2026 including:
 - Summary of project reach and impact
 - Identified strengths and areas for improvement
 - Accessibility review
 - Recommendations for future programming and sustainability

Reports must be submitted in both Word and PDF format and be suitable for inclusion in funder reports.

Copyright and Confidentiality

All reports, analysis, and other materials produced by the freelancer during the contract will belong to iniva. The freelancer must make sure any third-party content (e.g. images or quotes) is cleared for use.

All evaluation materials are confidential and must not be shared or published without iniva's written permission.

Fees

A fixed fee of **£3,150** is available for this freelance role, based on **9 days at £350 per day**.

This fee is inclusive of:

- Planning and preparation
- Attendance at three public events
- Data collection and analysis
- Liaison with iniva staff and project team
- Drafting and submission of the final evaluation report
- All travel, subsistence, and associated expenses

This fee is fixed and inclusive. No additional costs will be covered beyond the agreed total.

Person Specification

Essential

- Proven experience in evaluating public programmes in the arts, heritage, screen, or cultural sectors
- Strong working knowledge of inclusive evaluation methodologies
- Excellent written and verbal communication skills, with the ability to synthesise complex findings into clear recommendations
- Understanding of diasporic and Global Majority cultural contexts, particularly in relation to archives, film, or public programming
- Ability to work independently, manage time effectively, and meet deadlines

Desirable

- Knowledge of BFI or other public funder evaluation and reporting frameworks
- Experience evaluating archive- or film-based community engagement initiatives
- Awareness of accessibility standards and inclusive practice in event and programme design

How to Apply

Please submit in PDF format the following by **10 August 2025 at 11.59pm** to Tavian Hunter, thunter@iniva.org, with the subject line: *Freelance Evaluator – Visualising Contemporary Art Histories*

- A brief statement outlining your interest in the role and proposed evaluation approach (500 words maximum)
- Your CV (no more than 2 pages)
- A breakdown of how you propose to allocate the 9 days
- The names and contact details of two referees familiar with your evaluation work

Applications will be reviewed on a rolling basis. Early expressions of interest are encouraged.

Enquiries

Any enquiries can be directly submitted to thunter@iniva.org no later than **1 August 2025, 5pm**. Questions submitted after this time will not be answered.