



Centre for
**Public
Engagement
Practice**
in Arts and Humanities



Engagement Practice Support Service

Expression of Interest Guidance
for Facilitators 2026



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About the Service

The EPSS is for teams in Higher Education Institutions and Independent Research Organisations to receive support with their arts, humanities and social sciences public engagement practice. It has been developed to build capacity within the sector, and to assist teams who might not have enough support internally. Teams will apply to the EPSS detailing what area of support they are looking for and why, and CPEP will commission facilitators to develop one-off or short-term support sessions that best meet the expressed needs of eligible teams. Applicants will be required to cover a portion of the cost, with CPEP subsidising the remaining portion. We expect support to be delivered across the academic year (September-June).

We anticipate that teams may request for specific support relating to topics such as:

- Audiences
- Collaboration
- Communication
- Co-production
- Creativity
- Equality, diversity and inclusion
- Evaluation
- Funding
- Partnerships
- Planning and delivery
- Other

We may revise or augment this list in response to demand.

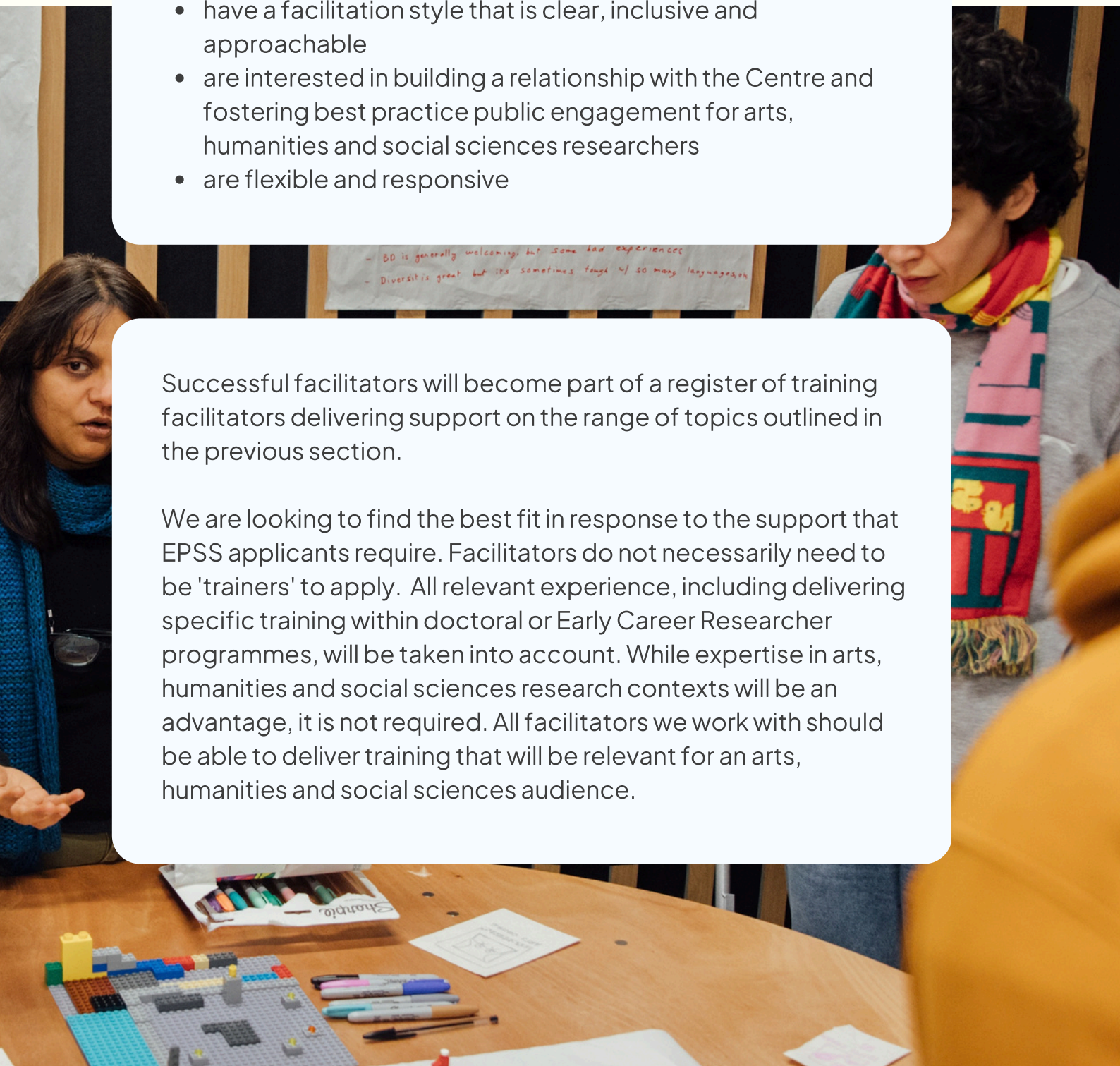
Who we are looking for

We are looking for facilitators who

- are passionate about enabling public engagement with arts, humanities and social sciences research
- believe in the impact of public engagement, and in supporting others to improve their public engagement practice
- have a facilitation style that is clear, inclusive and approachable
- are interested in building a relationship with the Centre and fostering best practice public engagement for arts, humanities and social sciences researchers
- are flexible and responsive

Successful facilitators will become part of a register of training facilitators delivering support on the range of topics outlined in the previous section.

We are looking to find the best fit in response to the support that EPSS applicants require. Facilitators do not necessarily need to be 'trainers' to apply. All relevant experience, including delivering specific training within doctoral or Early Career Researcher programmes, will be taken into account. While expertise in arts, humanities and social sciences research contexts will be an advantage, it is not required. All facilitators we work with should be able to deliver training that will be relevant for an arts, humanities and social sciences audience.



Help to submit your EOI

Our Public Engagement Officers can support facilitators with questions about the guidance or submitting an Expression of Interest. You can email cpep@sas.ac.uk with questions or book in a 10-minute call.

The guidance is available in accessible formats, including formatted PDF and Plain Text and large print. If you require an alternative format please get in touch.

How to submit your EOI

Facilitators can submit their Expression of Interest to CPEP through an online form on [Microsoft Forms](#)

Facilitators will be asked to specify their experience, the topics they can cover, and their availability and rates for developing sessions.

In order to process payments, facilitators supplying support will be asked whether they are registered as self-employed and VAT registered.

Timeline

Facilitator Expressions of Interest can be received at any time and will be reviewed internally on a rolling basis. Facilitators who are accepted will be added to our facilitators' register. Being added to the register will not guarantee that your services are commissioned.

Applications for support from teams will be received termly, and once reviewed, the CPEP team will contact potential facilitators whose experience matches the required support.

How forms will be reviewed

Facilitator Expressions of Interest will be assessed by the CPEP team. We will be looking for evidence of a clear track record of providing support through:

- Previous experience
- Relevance of experience
- Clarity of costs

We will also ensure due diligence in facilitators' business set-up to ensure commissioned facilitators are either a registered company or registered as self-employed. We may also carry out online search, company registration checks, or similar, where relevant for due diligence purposes. Information and personal data supplied will be retained until 31 December 2030.



Feedback

We welcome feedback from potential facilitators and other users of this guidance and we may use such input to improve and clarify it. We may also make revisions in response to questions we receive. Please send any feedback to cpep@sas.ac.uk

How can I get in touch?

If you have any questions relating to the guidance or application process, please email cpep@sas.ac.uk

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