



With Lucy Heard & Bee Golding

What we do can be categorised in three areas – Art & Performance, Radical Rest & Creative Support.

Creative Support with Radical Admin Collective

Our Style

We work in an intuitive playful way; compassionate but not fluffy; grounded yet imaginative and inventive; boundaried yet expansive. We will hold you accountable while encouraging reflection, flexibility and adaptability.

Our strategies & techniques include

- Talking
- Creative questioning
- Active, compassionate listening
- Documentation
- Signposting
- Defining your mission
- Offering an outside eye to your work
- Dancing
- Exploring your values
- Tea & snacks
- Walking outside
- Supportive reflection
- Practical timelines
- Action plans and checklists
- Lunch

Creative Project Audit: 1 or 2 days with Bee & Lucy

The perfect way to start our work together – a deep and thorough dive into all your ideas and projects, where you're coming from and where you'd like to go, what's current and what's been left behind - a chance for us to really understand you, your values and what you want to achieve.

Together we'll listen to your ideas, explore your work at a strategic level, get an overview of your projects, work with you to refine and define your goals, and make concrete plans.

Creative Dreaming Days: with Bee or Lucy

An irregular follow-up to the Creative Project Audit. Quarterly or bi-monthly.

We'll check in on progress, evaluate projects, celebrate achievements, course adjust, revisit themes and issues, goals & objectives. We'll take an overview and get into the details when needed. Together we'll find a unique, ongoing working relationship which will support your work to develop.

Creative Project Support: Regular ongoing sessions

From 2-hours per month, with Bee or Lucy, featuring aspects of

- Mentoring
- Coaching
- Cheerleading
- Accountability & reflection
- Sharing expertise and experience
- Practical solutions & signposting
- Active listening & kind questioning
- Constructive feedback using a positive feedback mode

Practical Project Support: One-off projects

For example, working with you to create

- Marketing strategies
- Event timelines
- Task checklists
- Mission statements
- Office systems inc file & folder management
- Mailing lists & campaign templates
- Database management
- Software & app suggestions & tuition

Practical Admin Support

This could lead to practical ongoing admin support, to implement those working practices and structures.