

towner
art gallery

RECRUITMENT PACK
Head of Learning



Thank you for your interest in working at Towner.

Please find a job description and person specification enclosed. An application form and equal opportunity form are attached separately.

Deadline: **Friday 6 December 2019, 12 noon**

Interviews will take place: **Thursday 19 December 2019**

All interviews will take place at Towner Art Gallery, Eastbourne.

For further information or questions please contact:

Joe Hill

Joe.hill@townereastbourne.org.uk

Completed applications should be emailed to:

michele.monteith@townereastbourne.org.uk or sent by post to Michele Monteith, Towner, Devonshire Park, College Road, Eastbourne BN21 4JJ



BACKGROUND INFORMATION

OUR MISSION

Proud of our unique place in Eastbourne where the coast and South Downs meet, we create space for experiences that connect, challenge and inspire.

TOWNER ART SCHOOL

Towner Art School's artist development programme creates opportunities for everyone to develop new ways of thinking, creating and learning through the arts. Its approach is central to how we work and who we work with and lies at the heart of the gallery's mission. The Art School programme is inspired by our exhibitions and collection and is created in collaboration with our curators. We support 55,000 learners each year including children, young people, families and adults, particularly those from lower socio-economic backgrounds and vulnerable groups. In response to increased demand for our creative activities and professional support, we are expanding the scale of our activities.

Alongside exhibitions and collection inspired creative learning projects, we aim to extend our learning and engagement activities beyond the traditional gallery practice, working more closely with our communities to grow the diversity of audiences and artists engaging in art and culture. Our role in the local community is increasingly vital in the context of public sector funding cuts in areas such as Children's Services, and the marginalisation of arts subjects in schools.

Art School's priorities focus on the following programme strands: Artists and Makers; Children, Young People and Families and Health and Wellbeing. Activities encompass a professional development programme for artists including workspace, mentoring and opportunities for networking; activities for early years and families; a schools programme; and programmes to support positive health and wellbeing for children, adults and those living with memory loss.

ABOUT TOWNER

Collecting and exhibiting contemporary art for the past hundred years, Towner is the cultural charity for Eastbourne and the South East with a vision to transform lives and communities through art. Led by director Joe Hill since 2018, Towner presents exhibitions of national and international importance for 160,000 visitors and participants in Eastbourne, the UK and beyond, showcasing the most exciting developments in modern and contemporary art. Towner develops and supports artistic practice, and collaborates with and for individuals, communities and organisations to deliver an associated inclusive and accessible public programme of live events, film and creative learning.

Towner's acclaimed Collection of almost 5000 works is best known for its modern British art – including the largest and most significant body of work by Eric Ravilious (1903-1942) – and a growing collection of international contemporary art.

In 2014, Towner became an independent charitable Trust, supported by a Board of Trustees, chaired by David Dimbleby. It is supported by Eastbourne Borough Council and Arts Council England through its National Portfolio Programme and we raise additional income from philanthropy and commercial activities.

This year the gallery has been celebrating ten years in the award-winning Towner building designed by Rick Mather Architects, which opened in 2009 after the gallery moved from its original home in Eastbourne's Old Town. Events marking the anniversary have included the Brewers Towner Commission by the German artist Lothar Gotz, a temporary mural on the building's exterior façade.

We are currently securing funding to refurbish and remodel the ground floor of the gallery which will transform our foyer, welcome area and Studio spaces which will enable us to expand our programme of creative activities, talks and events.

JOB DESCRIPTION

JOB TITLE: Head of Learning

CONTRACT: Full time, permanent

LOCATION: Towner Eastbourne

REPORTING TO: Director

SALARY: £30,000 - £32,000

HOURS: Full time, 37.5 hours per week (excluding breaks). This role will involve occasional weekend and evening work.

PURPOSE: Towner is seeking a new Head of Learning who will be responsible for devising, managing and implementing a new learning and engagement strategy to grow and diversify our audiences. These include children and young people, families, adults, schools, community groups, and other groups who are traditionally less likely or able to participate in art and culture.

Towner's learning programme is highly regarded by Arts Council England and we pride ourselves on our ability to welcome and support the broadest range of visitors to our gallery. Diversity has always been at the core of our learning programme through long-standing projects such as the Arts in Mind collective for those living with mental health

conditions, and Open Ended for people living with memory loss, alongside regular activities for families and a schools programme.

This role offers an exciting opportunity to build on our success by developing new and existing projects around our priorities of supporting Artists and Makers, Children, Young People and Families, and promoting Health and Wellbeing. We aim to develop new programme co-curated with our communities to deliver our vision 'to transform lives and communities through art'. This role is vital in growing Towner's role as the key social and cultural community space for Eastbourne and the surrounding area.

A creative and collaborative team player, you will be part of the Senior Management Team, and lead a small team as well as freelance artistic professionals to deliver the gallery's creative learning activities. You will work closely with the Director CEO, the Deputy Director, the Director of Development, the Head of Collections and Exhibitions and the Head of Marketing and Audience Development to develop and implement a new learning strategy for the organisation in the run up the gallery's centenary anniversary in 2023 and beyond.

You will be a creative and innovative individual who has experience of devising and implementing creative programmes for diverse audiences. You will be a champion for diversity in the visual arts with a commitment to developing our audiences through partnership and collaboration.

We welcome applications from those who can demonstrate they possess the required skills, abilities and experience detailed in the person specification, and who have enthusiasm for Towner's mission and vision. Towner strives to be an organisation that represents a broad range of experiences and perspectives. We particularly encourage applications from groups under-represented in our workforce, including those from minority ethnic backgrounds and with disabilities.

**KEY TASKS &
RESPONSIBILITIES:**

Strategic planning, promotion and delivery of the organisation's formal and informal learning programmes in alignment with Towner's strategic objectives.

Collaborate with the Collections and Exhibitions team on developing programme strategy and complementary activities including learning resources and interpretive materials.

Work closely with the Marketing and Audience Development team on the development and delivery of the audience

engagement strategy and promotion of all Art School activities.

Collaborate with the Development Team on all aspects of fundraising and funder reporting for the Art School programme.

Establish and maintain a range of partnerships with key strategic organisations, agencies and groups and develop effective networks with regard to working collaboratively on projects, sharing expertise and best practice and securing commissions, funding and sponsorship.

Deliver on all strategic commitments made including overseeing all qualitative and quantitative research and evaluation for the team's work and any subsequent stakeholder reporting.

Line management of programming and facilitation staff within the Learning Team, overseeing the recruitment, training, performance management and contractual needs of core and freelance staff.

Be responsible for the effective management and control of the Learning budget, ensuring best value is achieved at all times.

Liaison with all internal and external teams and staff to ensure the smooth and safe delivery of the Learning programme.

With colleagues, collaborate on the creation and implementation of new income streams including a public programme, adult education courses and teacher CPD to build financial sustainability.

Research and keep abreast of current and new trends, policies and practices, including social inclusion, health and wellbeing and digital technology.

Deliver Arts Award training in line with our funding agreement.

Be a Safeguarding Lead for the gallery along with the Deputy Director.

React to the developing needs of the organisation, overseeing new areas of work which emerge commensurate with the post.

Advocate for the work of gallery regionally, nationally and internationally, raising the profile of the gallery as a model of best practice in visual arts/cultural learning.

Assist at key gallery events where necessary for which time in lieu will be given.

Assist with progress reports for the Director and Board of Trustees.

OTHER DUTIES:

Undertake any other duty as may from time to time be required by the Director

Promote equality of opportunity in service delivery in all aspects of the role in line with policies, training and procedures

Participate fully in promoting an ethical and safe culture to protect the safety and health of themselves, colleagues and other people affected by Towner's activities

This job description sets out the duties of the post at the time it was drawn up. Such details may vary from time to time without changing the general character of the duties or the level of responsibility involved.

PERSON SPECIFICATION

SKILLS / ABILITIES	Essential	Desirable
Excellent verbal and written skills to contribute to programme resources, publications, digital profile and interpretive material	x	
Excellent interpersonal skills and ability to communicate with people of all ages and backgrounds	x	
Excellent organisational skills, meticulous attention to detail and ability to work to deadlines	x	
Self-discipline and the ability to work on own initiative with minimal supervision	x	
Proven ability to manage and prioritise a diverse and heavy workload to ensure tasks are completed accurately and to deadline	x	
Excellent administration skills.	x	
KNOWLEDGE		
A degree in art, education or a related subject or ability to demonstrate the equivalent level of knowledge and ability gained through experience	x	
Demonstrable, relevant experience of delivering a learning programme within a gallery or museum context.	x	
Knowledge of the contractual requirements of working with artists/creative professionals in a gallery/museum and/or outreach capacity.	x	
Knowledge and thorough understanding of arts practice and culture.		
Knowledge and thorough understanding of the national landscape for cultural learning and engagement.	x	

EXPERIENCE		
Demonstrable, relevant experience of management and development of staff within a gallery or museum context.	x	
Demonstrable, relevant experience of managing budgets to a target within a gallery or museum context.	x	
Demonstrable, relevant experience of managing stakeholder relationships and/or partnerships	x	
Demonstrable experience of designing experiences for/with a broad range of audiences and participants. Knowledge of formal and informal learning would be an asset but a specialism either will be considered.	x	
Experience of working with marginalised audience in gallery/museum or outreach setting	x	
Experience of qualitative programme evaluation.	x	
PERSONAL ATTRIBUTES AND CIRCUMSTANCES		
Flexible team player, with the ability to cooperate with others and support colleagues	x	
Ability to engage with a broad range of people, building relationships and partnerships in response to the needs of individuals and organisations	x	
Enthusiasm for the transformative power of art and culture to benefit lives and communities	x	

