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**GEM Cymru Museum Learning Mentor scheme – mentor applicants**

***What is the project?***

As part of GEM Cymru’s Welsh Government funded work for 2023-25, we are looking for experienced museum learning practitioners with an interest in museum mentoring to work with selected museums in Wales to help them design, develop and test out new resources and services that relate to the new curriculum. Alongside the mentoring process, there will be a small budget to help the museums with the cost of the design and production of materials & resources.

Learning mentors will share their ideas, help their mentee museum expand its networks, help improve the museum’s learning services and support the museum in gaining confidence in its Curriculum for Wales educational provision.

***What experience do you need?***

* Experience of providing advice and support to projects and organisations
* Have a good knowledge of the museums sector in Wales.
* Have a practical understanding of the new Curriculum for Wales
* A full awareness of how museums in Wales can provide a curriculum relevant education service
* An appreciation of project legacy – how to make heritage learning projects sustainable beyond the timescale of the project
* Be approachable, organised, and can communicate clearly with colleagues and stakeholders

***What is expected of a GEM Cymru Learning Mentor?***

Learning Mentors will provide support for successful museum applicants:

* By assisting their mentee museum in developing, designing and piloting new Curriculum for Wales related learning resources for local schools
* By providing heritage learning advice, guidance and practical help to their mentee museum
* Help their mentee museum to identify and develop relationships with their local schools audience
* Support their mentee museum in using GEM Cymru Curriculum for Wales resources such as the toolkit and INSeT template
* Help the mentee museum to ensuring project legacy. For example, provide advice on fundraising and advocacy techniques.

***We are anticipating each GEM learning mentor spending up to 5 days with the museum they are mentoring.***

***In addition, each museum will be directly allocated a small budget (£500-£750) for the development of appropriate learning resources.***

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There will be two rounds of the GEM Learning Mentor scheme, running between October 2023 – March 2024 and September 2024 – March 2025. Mentors will be ‘best-matched’ to successful museum applicants using a variety of factors.

Mentors will work with their museum to decide how and when to use the time each project has, which will include in-person and /or online contact.

***How do I apply?***

* By sending your CV and a supporting letter to GEM at: [office@gem.org.uk](mailto:office@gem.org.uk) by 9th October 2023
* Please include in your supporting letter:
  + your name & contact details
  + your current employment situation:
    - You can undertake the role as a self-employed freelancer\*
    - If you are employed, you could undertake the role in work time - your employer will be recompensed for your time
    - If you are employed, you could undertake the role in your spare time / annual leave time\*
    - *You must have the permission of your employer before you apply*
  + a list of your key skills
  + your relevant experiences
  + what you will bring to role of GEM Cymru Learning Mentor
  + your preferred region
  + any support needed
  + an indication of your likely fees

***What happens next?***

* To find out more, there will be an online briefing for prospective GEM learning mentor applicants on Thursday 28th September at 4pm via Zoom – please see the Eventbrite booking page: <https://tinyurl.com/4e9pejrt> (*attendance is not a pre-requisite of application)*
* There will be an online meeting of the successful GEM Learning Mentors in late October 2023.
* Please email [robin@gem.org.uk](mailto:robin@gem.org.uk) if you have a query or would like any clarification on the role.
* Should you be shortlisted, you will be contacted by GEM in order to take your application further.

*\*Each mentor is personally responsible for their own PAYE and National Insurance declaration if they are employed as a GEM Learning Mentor.*