



## HEAD OF LEARNING AND ENGAGEMENT

Title:	Head of Learning and Engagement
Reports to:	Director of External Relations
Status	Senior Management
Responsible for	DLWP Learning Assistant & Creative Sidley Project Team
Salary:	£40,000 p.a.
Length of contract:	Permanent
Holidays:	23 days p.a. + Bank Holidays, rising to 25 days p.a after two years.
Terms:	Full-time, 40 hours per week, requires flexibility and availability for regular evenings and weekend working.  Full staff benefits listed in the notes.

### OVERVIEW

The Learning programme at DLWP is focussed on access, inclusivity, diversity and opportunity. Learning and community engagement is at the heart of DLWP's Capital Project: Community Creativity and Skills, supported by Levelling Up Funds (LUF).

An external Learning Review (Counterculture, 2021) resulted in DLWP working more widely and proactively with diverse community groups and a wide range of strategic external partners to produce an inspirational cultural learning and creative engagement programme that has a positive impact on the lives of more people. Within that wide and inclusive approach, the Learning programme has prioritised families, young people, local residents and local communities who are marginalised by their ethnicity, neurodiversity, gender and socio-economic background.

As a result, the number of people engaged in DLWP Learning programmes has grown by 20% to 8000 participants per year.

Since 2022, the Learning programme has worked closely with Talent Accelerator, an ACE-funded skills programme based at DLWP that aims to get more young people from socially excluded backgrounds into careers in the creative industries. This cross-departmental working will continue, offering skills and employment opportunities to people aged 5 – 25 through creative activities and skills development.

Visit the following links for details.

<https://www.dlwp.com/whats-on/>

<https://www.dlwp.com/learning/>

<https://www.dlwp.com/talentaccelerator/>

### **Creative Sidley**

Creative Sidley is a transformative youth-led initiative that will empower young people and local communities, foster creativity and contribute to the creation of a thriving, confident, and resilient community in Sidley, Bexhill, one of the UK's most deprived areas and just over a mile away from DLWP. Young people will co-create a programme with artists in residence, local partners and the Sidley community, the legacy of which will be a rolling core group of young people who are key to the future of Sidley's new Community Hub, a Levelling Up capital project.

More information about the Creative Sidley project can be sent on application

<https://heartofsidley.co.uk/>

### **MAIN RESPONSIBILITIES**

The new role of Head of Learning and Engagement (HOL&E) will:

- play a leading role in developing and engaging all our communities during the period of Capital Development which may include a period of closure/partial closure. The delivery of the key objectives will be at the heart of Learning and Engagement programmes on and off-site, working with partners to ensure DLWP remains relevant, inspirational and has real impact on a wide range of communities. These include families, young people, local residents and local communities who, in line with our priorities for engagement, are marginalised by their ethnicity, neurodiversity, gender and socio-economic background.
- lead on the development, delivery and evaluation of the Creative Sidley programme. This programme will integrate into the wider Pavilion objectives of Creativity, Community and Skills but delivered off-site.

- Work closely with the DLWP Exhibitions team to produce a Learning Programme of workshops, events and activities associated with the themes of the visual arts programmes both on and offsite.
- Working strategically with the fundraising team, the HOL&E will help identify and prepare applications for fundraising opportunities for the Learning and Engagement Programme
- Be responsible for Safeguarding policies and procedures with Director and Trustee support.

## **MAIN DUTIES**

- Manage the delivery of the Creative Sidley off-site project including the management of two artists in residence ( 1 per year) and the Sidley Project Manager
- Manage the DLWP Learning Assistant to deliver family and young people's programmes at DLWP and offsite (currently Art Sundays, Blueprint Collective, Young Creatives, Art Lab)
- Commission, recruit, and manage freelance artists, designers and educators to deliver and support learning and engagement programmes in the building, offsite and offline.
- Manage the Learning & Engagement budget.
- Manage relationships with programme partners, stakeholders, artists and internal teams towards the delivery of agreed programme.
- Work closely with the Exhibitions Team to create and organise the delivery of the Learning Programme of workshops, events and activities associated with the themes and intentions of the exhibitions.
- Manage work placements and volunteers.
- Be proactive in relevant education networks and continue existing relationships with schools, FE and HE and community groups.
- Maintain DLWP interest in a range of local and national partnerships with key strategic organisations, agencies, and groups.
- Work closely and agilely with the Communications Team to develop the promotion of all Learning activities.
- Deliver on all strategic evaluation commitments made, including ACE Impact & Insights Toolkit.
- Be responsible for reporting to Trustees, funders, and stakeholders.
- Oversee production of risk assessments for all Learning & Participation activity.
- Work with the fundraising team to identify and help prepare applications for fundraising opportunities for the Learning and Engagement Programme

## **ESSENTIAL SKILLS AND EXPERIENCE**

- Proven experience of devising and delivering high quality, impactful cultural learning, and creative engagement programmes to a wide range of communities.
- An understanding and experience of socially engaged artistic practice and the impact it has on communities.
- Experience of working with artists in the community.
- Excellent people management and communication skills.
- Ability to work on own initiative and prioritise workload.
- Flexible, agile and adaptable to change.
- Ability to work creatively as part of a team.
- Excellent organisational skills.
- Experience of managing and administrating budgets.
- Strong IT skills.
- Flexibility to work evenings and weekends.
- Efficient time and work management.
- Clean DBS record.

**Closing date: Tuesday 7 May**

**Interviews: Friday 24 May**

## **ABOUT THE DE LA WARR PAVILION**

### OUR VISION

To be a flagship centre for the arts and a vibrant cultural hub for the south-east, owned by our communities and known for our programme nationally and internationally. Responding to our world class architecture and living heritage, to allow greater access to cultural experiences, and to ensure culture-led regeneration for the region into the next decade and beyond.

### OUR OBJECTIVES

- To produce, present and promote a high-quality programme of modern and contemporary work that responds to the needs and aspirations of both artists and audiences.
- Enable artists of every culture and discipline to create new work or present new experiences of existing work within an environment committed to excellence and best professional practice.

- Work with audiences to engage them with the Pavilion and our artistic programme, making it relevant to them as a visitor or participant.
- Conserve the Pavilion's fabric, its unique Grade I listed architectural status and to promote it through public and artistic programmes.
- Maintain a viable, resilient and sustainable business model, seeking to diversify income streams by growing fundraising and commercial activity.
- Be a catalyst for the cultural, economic, tourism and social regeneration of Bexhill and the surrounding region.

## **NOTES**

The minimum working week for the full time post is 40 hours. However, due to the nature of the work, actual working hours may exceed this total and will involve some evening and weekend work.

The job description is current at 6 April 2024. It outlines the main duties of the position and is designed for the benefit of both the post holder and the organisation in understanding the prime functions of the post. It should not be regarded as exclusive or exhaustive. The responsibilities of the postholder may well change from time to time. Management has the right to vary the responsibilities and duties after consultation with you.

## **STAFF BENEFITS**

- Employer contributions to The People's Pension
- Free access to Employee Assistance Programme, Health Assured
- Discounts in DLWP Café Bar and shop+ staff lunch at special price

## **DIVERSITY, EQUALITY & INCLUSION**

At the De La Warr Pavilion, we are committed to building a diverse and inclusive community that reflects the diversity of our society as fully as possible. A community of staff, residents and audiences where everyone feels valued, where their contribution matters and where they can reach their full potential, irrespective of their background, identity or circumstances.

We are committed to ensuring we are hiring people that reflect the South East in its broadest form and we are currently taking action to improve representation from Black, Asian and ethnically diverse, LGBTQ+ and lower socio-economic communities and those with a disability.

We welcome applications from the above under-represented groups.

#### OUR VALUES

- We believe in being bold and ambitious, growing and evolving to create opportunities and inspire creativity.
- We lead with honour and integrity, honest and open with ourselves and our communities. We act professionally at all times.
- We are inclusive accepting of differences and avoid making assumptions. We actively listen to each other and our communities, treating each other with respect and empathy.
- We support each other with kindness, care and compassion to create a healthy and happy community.

Please visit <https://www.dlwp.com/about-us> / to find out more about us