



Learning and Engagement Officer Sculpture project post

Would you like to work at a dynamic national arts charity and contribute to a major sculpture project? We're looking for a Learning and Engagement Officer to join our friendly and dedicated team.

About Art UK

Art UK is a cultural education charity on a mission to make the art in UK public collections accessible to everyone, for enjoyment, learning and research. We enable global audiences to learn about the nation's art collection by digitising artworks, telling the stories behind the art and creating exciting opportunities for public interaction with art, both online and offline.

Originally focused on oil paintings, our scope has recently widened to include prints, drawings, watercolours and, most recently, sculpture. We are currently documenting and digitising the nation's sculptures – both in collections and in public spaces. This exciting project has major funding from the National Lottery Heritage Fund and is due to be completed in 2020.

We play a major role supporting public art collections by improving their accessibility and sustainability. Although we are a relatively small charity, our platform is shared by over 3,250 UK art collections and over two million people use our website each year. No other country in the world has a resource like Art UK.

Art UK is the operating name of the Public Catalogue Foundation, a charity registered in England and Wales (1096185) and in Scotland (SC048601). For more information, please visit artuk.org.

About you

You will have experience developing and managing engaging learning programmes and events. You will enjoy working with a wide range of people and be a good communicator. You are well organised, brimming with enthusiasm and full of initiative. You will be interested in sculpture and be excited about working in a young digital organisation that is transforming access to the nation's art.

At Art UK you will be well-supported within a team focused on completing the Art UK Sculpture project by December 2020. You will work in the Learning and Engagement team and liaise closely with colleagues across the UK. You will be based in London or the south of England to cover events and activities in England and Wales.

You will promote equality and diversity in all aspects of your work – with the public, colleagues and project partners.

Key Responsibilities

In this role, you will assist with the development and management of the audience development plan and activity programme during the Delivery Phase of the Art UK Sculpture project. You will work with collections, community groups and artists to develop innovative and enjoyable sculpture-related learning activities for a wide variety of people.

Your responsibilities will be to:

- Assist with the development and management of the Sculpture Around You and Masterpieces in Schools activities, in liaison with schools, collections, the Royal Society of Sculptors, volunteers, artists, community groups and the public
- Liaise with project partners Culture Street over the making and promoting of the sculpture films, and provision of curriculum-linked resources
- Liaise with project partners VocalEyes over activities for blind and partially sighted people and training sessions for Art UK and collection staff
- Assist with the organisation and development of our secondary school resource boxes, in liaison with the Royal Society of Sculptors
- Assist with the development and management of the evaluation programme
- Liaise with the Art UK team, providing interesting stories on sculpture, collections and artists, and on the Art UK Sculpture project activities and events, for Art UK and online resources
- Prepare monthly progress reports, as directed by the Learning and Engagement Manager
- Communicate project milestones and achievements via the Art UK website, social media, blogs, talks and presentations
- Undertake training and review sessions, as required

Necessary skills

- Essential: At least two years' experience working in museum / arts / heritage education
- Essential: Demonstrable experience of planning and developing learning activities
- Essential: First-class written and spoken communication skills and the confidence to engage and work effectively with a range of people, including the public, project partners, consultants, the media, volunteers, collection staff and Art UK colleagues
- Essential: Self-motivated and reliable, with a clear focus on reaching deadlines on time and on budget
- Essential: Must be able to work from home, with use of a laptop or PC with broadband access
- Essential: Able to travel to meetings and events across the UK, predominantly in England and Wales, ideally also in possession of a full clean driving licence
- Essential: Ability to coordinate a multitude of tasks
- Essential: Experience of financial administration (handling of invoices, expenses, etc.)
- Essential: Ability to work both independently and as part of a team
- Desirable: Interest in sculpture or public art

The successful applicant will be required to complete a DBS check at enhanced level on acceptance of the role.

Contract terms and benefits

- Work from home, in London or the south of England
- Part-time temporary post to December 2020
- 4 days a week / 0.8 FTE
- Salary: £26,000 per annum (pro rata)
- Personal expenses budget (on submission of receipts)
- 25 days annual leave plus Bank Holidays (pro rata)

Application process

To apply, please send your CV, covering letter and a completed Equality, Diversity and Inclusion Monitoring form to recruitment@artuk.org by 9am on Thursday 30th January 2020. Equality, Diversity and Inclusion forms can be downloaded from our website www.artuk.org/about/jobs.

Interviews will be held in London on Thursday 13th February 2020. Shortlisted applicants invited to interview will be asked to make a short presentation, which they will be able to prepare in advance. Full details will be supplied to the shortlisted candidates. If you have not heard from us within two weeks of the closing date, please consider your application unsuccessful.

As part of our commitment to Equality, Diversity and Inclusion please note that we redact some details from job applications ahead of the shortlisting stage to ensure the removal of unconscious bias. Details that we redact include (but are not limited to) any and all references to protected characteristics, names of educational institutions and indications of political affiliations.