

## **LANGLEY ACADEMY**

### **HEAD OF MUSEUM LEARNING (MATERNITY COVER)**

#### **Post Title**

Head of Museum Learning

#### **Salary/Grade**

£32,000 plus 10% performance bonus

#### **Purpose of the Job**

To lead and manage museum learning throughout the Academy

#### **Reporting to**

Director of Specialism

#### **Liaising with**

Governors, the Principal and the Directorate, Leadership Team and relevant external agencies including funders and cultural heritage settings

**Reports:** Museum Learning Officer, Museum Learning volunteers

#### **KEY FUNCTIONS**

Specifically within the one year scope of the contract to ensure that;

- The necessary systems, training programmes and networks are used to embed museum learning across the curriculum and as a core part of the Academy's activity.
- Activity is evaluated and is appropriate for all levels of student ability and age.
- Museum Learning work is shared and celebrated, in the academy and in the wider education and museum communities, including the Thames Valley Museums Group and Arts Council England.

#### **SPECIFIC RESPONSIBILTIES**

- To oversee the programme of museum visits and on-site activity, ensuring all areas of the curriculum, houses and all students are included in the programme
- To oversee the exhibition and loans programme and ensure all content is relevant to students and that our museum partners share the benefits of the work.
- To ensure museum learning is effective and meaningful, well planned and evaluated.
- To ensure that museum learning outcomes are shared and celebrated, in the school and externally, with a view to the sustainability and resilience of the model. This could include working on externally funded projects.
- To lead the induction and development of staff on Museum Learning
- To undertake direct work with students

- To make regular presentations to the Museums Advisory Group and the Museum Learning Committee with detailed action plans
- To represent the academy to a range of stakeholders, including parents, the local community, Arts Council England, the Thames Valley Museums Group, potential funders and cultural heritage partners
- To manage the museum learning budget and to identify and pursue possible funding sources
- To maintain and develop partnerships with key museums and galleries
- To undertake other tasks as reasonably required by the Principal

## PERSON SPECIFICATION

### 1. Educational Qualifications

- Degree level
- MA in Museum Studies or similar relevant qualification (d)
- Project management qualification (d)

### 2. Professional Experience, Knowledge and Understanding

- Experience of working in museums and understanding of the wider cultural heritage sector
- Experience of working in or with schools and knowledge of developments in education
- Experience of project and programme management, including budgets
- Experience of evaluation and understanding of different techniques
- Knowledge of developments in cultural heritage and understanding of their impact at operational and strategic level
- Experience of partnership working and understanding of how to manage contending needs
- Experience of working with funders

### 3. Personal Qualities and Skills

Ideally we are looking for someone who:

- Has strong leadership skills, able to positively influence others
- Has excellent communication skills, sensitive to different audiences' needs
- Has strong ICT skills
- Has the ability to think of behalf of students, teachers and the wider museum sector
- Has the ability to work on own initiative, to tight deadlines and to prioritise workload
- Has the ability to problem-solve creatively
- Has the ability to work well across different teams

(d) desirable