

## Public Programme Curator

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**Reporting to:** chief curator

**Department:** exhibitions

**Contract:** permanent

### Overview

The Design Museum public programme is a global forum for design discussion and debate. The museum is seeking a proactive, well-connected design expert to curate and deliver talks and events in its new home in Kensington. This programme will complement the exhibitions, building new audiences, establishing new partnerships and enriching the cultural life of the museum. The successful applicant will be a thinker and a connector, engaged with design's role in the contemporary world and an ambassador for the museum.

### Job scope

The post holder will be responsible for curating and delivering the talks and events programme, managing the budget and working closely with the Curatorial and Learning teams. They will be expected to work with an enterprising mind-set to deliver a popular and income-generating programme, and to work with the Communications, Commercial and Fundraising teams to grow new audiences and income streams.

### Job description

#### Main objectives

- Build profile and reputation to position the museum as the centre of design discussion and debate
- Extend reach to attract new audiences and retain existing audiences
- Generate income and contribute to the financial sustainability of the museum

### Main duties

#### Programme Development and Delivery

- Be the public face of the talks and events programme, hosting and chairing events where necessary
- Research, curate and implement an innovative, relevant and varied programme of income-generating and funded events
- Liaise with internal stakeholders including Curatorial, Learning, Communications, Collections and Research to ensure that the Public Programme connects with our artistic vision as a whole
- Identify and develop opportunities for joint ventures with other cultural, industry and educational establishments
- Ensure that the programme is effectively evaluated and that

meaningful data is available to inform decisions

- Ensure that ambitious income and visitor targets are met
- Establish networks across relevant sectors e.g. cultural, business, media.

### **Management and Administration Responsibilities**

- Manage the budget for the talks and events programme, conforming to the museum's finance processes
- Prepare reports and feedback for senior leadership, committees and funders as necessary
- Build on market research and benchmarking in programme development
- Support the Fundraising team in developing revenue and capital bids
- Administrate direct delivery areas of the talks programme
- Actively contribute to the cultural relevance of the museum

### **General**

- Be an ambassador for the museum at all times, sharing enthusiasm with speakers and audiences
- Ensure health and safety of visitors and other staff in accordance with policies and procedures
- Adopt a flexible attitude to undertaking any other duty that may reasonably be allocated by the Chief Curator

### **Knowledge, Skills and Experience**

#### **Knowledge**

- A graduate or postgraduate qualification in design, visual culture or a related field (E)
- A commitment to the work of the Design Museum and its values (E)
- Understanding of professional practice in design (D)

#### **Essential skills**

- Confident and engaging presenter, able to draw upon a wide network of contacts to devise and deliver events
- Creative thinker with the ability to generate ideas
- Highly motivated
- First class interpersonal skills
- Well organised, with a structured yet flexible approach
- Excellent written and oral communication skills
- Ability to influence others and liaise effectively with colleagues and external contacts within a museum/gallery environment
- Effective manager of resources
- A mutually supportive and collaborative team working style
- Highly organised and able to work under pressure

#### **Experience**

- A track record of creating public events in the design sphere (E)

- Experience of designing an income-generating programme (D)

E- Essential, D - Desirable

### **Terms + conditions**

**Hours: Full-time, 40 hours (5 days) per week or part-time 32 hours (4 days) per week could also be considered.**

**Salary:**

**Full-time: up to £35,000 per annum, dependent on experience**

**Part-time: up to £28,000 per annum, dependent on experience**

**Holidays: 25 days per annum, plus 8 days bank holiday, both pro rata for the part-time role**

**Please state in your application your preferred hours of work (full-time or part-time).**

The museum offers many other benefits including access to a defined contribution pension scheme, season ticket loan, childcare voucher scheme, cycle to work scheme, free entry for friends and family to the museum, a variety of staff discounts including the museum shop and restaurant and free entry to a wide number of galleries and museums in London.

### **Application process**

To apply please email a covering letter which addresses the criteria as set out in the person specification, CV and Applicant Information Form to [applications@designmuseum.org](mailto:applications@designmuseum.org).

**Please quote Job Ref: PubProgCur/2016 in the email subject header**

**Closing date for applications: 18 January 2017, 5pm**

**Interviews: 1 and 2 February 2017**

Due to the high volume of applications the museum receives we are unable to provide a response to applications on an individual basis. If you do not receive a response from us within two weeks of the closing date then you can assume that you have not been successful on this occasion.

The Design Museum is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

### **About the design museum**

The Design Museum is building the world's leading museum devoted to contemporary design in every form from furniture to graphics, and architecture to industrial design. For the Design Museum, design is a continually evolving subject which it explores through its exhibitions programme, permanent collection, learning and research activities. It is a way to understand the world and how you can change it. The museum's mission is to create the most engaging, exciting and inspiring design museum in the world.

Thirty-five years ago, Terence Conran established the forerunner of the Design Museum, the Boilerhouse, in the basement of the Victoria and Albert Museum (V&A) in London. As planned, the Boilerhouse quickly outgrew the V&A and in 1989 it moved on to become the Design Museum, in an architecturally striking transformation of a Thameside warehouse near Tower Bridge. Since then it has emerged as an institution with international status and significance, playing an important role in putting design and architecture on the cultural agenda.

The museum recently relocated from its home in Shad Thames to the landmark 1960s building in Kensington, West London. Leading designer John Pawson converted the interior of the building creating the museum's new home, giving it three times more space in which to show a wider range of exhibitions, showcase its world class collection and extend its learning programmes.

## **Our mission, vision and values**

### **Our vision**

We want everyone to understand the value of design

### **Our mission**

To create the most inspiring, exciting and engaging Design Museum in the world

### **Our values**

**Welcoming** everyone to the museum and making them feel it's a place for them

**Collaborative** engaging with many partners to bring our vision to life

**Enterprising** working hard to make the museum a financial success and build a strong commercial reputation

**Provocative** challenging people to look and think afresh about design

**designmuseum.org**