

## **Learning producer: further and higher education (maternity cover)**

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**Reports to:** head of learning

**Department:** learning and research

**Contract:** fixed-term (12 months maternity cover)

### **Overview**

The purpose of this role is to work within the Design Museum Learning and Research Directorate, leading on the development and delivery of learning programmes for Further and Higher Education audiences, including students, researchers and educators, and engaging volunteers across these programmes. The Learning Producer will also support the wider learning programme, ensuring a joined up approach with the offer to other learning audiences, but particularly with schools and the public programme, and through regular contributions to key projects and activities.

This role will be instrumental in raising the profile of the Design Museum as a centre of excellence for design-related study in academic and vocational contexts. This role will also focus on positioning the museum as a vital conduit from education to industry.

### **Job scope**

The Learning Producer will be directly responsible for planning, programming and implementing activities for FE and HE audiences, including students and educators. This will include responsibility for relevant budgets, shaping funded projects for these audiences and recruiting/supervising staff as required.

### **Job description**

#### **Programme responsibilities**

- To embed and grow the vocational offer to learners aged 14-19, complementing established and emerging qualifications as well as supporting career pathways into the creative industries.
- To develop a programme for HE learners that positions the Design Museum as a source of inspiration and a hub for the exchange of professional knowledge at early stages of a designer's career.
- To work closely with FE and HE partners in order to develop content relevant to courses, and to position the museum as the key resource for students and tutors on design-related courses at Level 3 and above.
- To develop and deliver flagship programmes for this audience, including a new student design competition for FE and HE students, developing them into a high profile, prestigious activities that attract wide participation and establish relationships with learners that can be sustained through other programmes.
- To support the delivery of M-Level courses at the museum including the MA in Curating Contemporary Design in partnership with the University of Kingston.
- To build bridges between FE and HE and the museum's research programme, supporting use of the library and archive for these audiences and positioning the museum's exhibitions and collection as a resource for self-directed research.
- To manage the evaluation and reporting of programmes for FE and HE audience within the Self Evaluation Framework, including additional evaluation criteria required by funders as appropriate.

- To develop and deliver CPD and networking opportunities for tutors across a range of design specialisms and related disciplines in FE and HE.
- To develop strategic local, regional and national partnerships with a range of external organisations in relation to 14 -19 education and HE, including colleges, universities, sector skills councils and awarding bodies.
- To research, develop and deliver innovative learning resources for FE and HE audiences in a variety of formats including printed and digital.
- To recruit and manage freelance staff including educators and designers as required to deliver programmes to FE and HE audiences.
- To manage creative resources, handling collections, and materials required by the programme.
- To manage programme budgets and deliver against KPIs set for FE and HE audiences.

#### **museum-wide responsibilities**

- To liaise regularly and effectively with the Development Department, contributing to relevant applications and reports to funders.
- To be responsible for the promotion of programmes for FE and HE audiences, liaising with the Communications Department, building networks of supporters and developing marketing material, in print, online and through social media.
- To advocate for the needs of FE and HE learners within the museum, working closely with other departments, including the Visitor Experience Team, Exhibitions, Development and Communications to ensure integrated and targeted programming that is relevant to the audience.
- To innovate and strengthen the programme by building relationships with colleagues across the museum, to enrich the offer and to enable learners to draw on the all relevant aspects of the museum's life.
- To contribute to the continued development of the Learning and Research Directorate's philosophy and its policies.
- To participate as necessary in all the activities undertaken by the department and to represent the Learning and Research Directorate and the museum by attending internal and external meetings as necessary.

#### **sector knowledge and advocacy**

- To support development of the Learning and Research Directorate's external profile by participating in talks, debates, specialist groups and panels.
- To disseminate learning from the FE and HE programme by presenting papers at conferences and publishing content through museum, design and academic publications as appropriate.
- To maintain up-to-date knowledge of curricula and policy in culture, museum practice, design education and in design industries, feeding that awareness into the development of the museum's learning activities.
- To represent the Learning and Research Directorate by attending internal and external meetings as required.
- To contribute to the continued development of the Learning and Research Directorate's philosophies and policies.
- Any other duties as required.

#### **Person specification**

##### **Knowledge and experience**

##### **Essential**

- Relevant teaching qualification (ideally a post-16 PGCE)
- Creative background in art or design, to a minimum of BA degree level
- Experience of devising, managing and leading design-related projects/ programmes to FE and HE audiences.
- Demonstrable awareness of the priorities of learners and educators in the FE

and HE sectors

- Demonstrable understanding of design education in academic and vocational settings
- A track record of excellent budget and project management skills
- The ability to prioritise and work to tight deadlines
- An effective and committed team player with commitment to the Design Museum's vision and values.
- Excellent communication and verbal presentation skills.
- A good understanding of issues associated with diversity, representation and social inclusion.
- A good understanding of audience research, development and evaluation.
- A passion for design and learning.

#### **Desirable**

- A masters in design or design-education

#### **Terms and conditions**

**Salary: up to £28,000 pro rata, dependent on experience**

**Holidays: 25 days pro rata**

**Hours: part-time, 32 hours per week**

**We will consider candidates who, with the agreement of their current employer, wish to apply to this role as a secondment.**

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.

**This is a re-advertisement. Previous applicants need not apply.**

#### **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: LPFHE/2017 in the email subject header**

**Closing date for applications: Monday 12 June 2017, 9.00am**

**Interviews: Thursday, 22 June 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**

**Vision:** We want everyone to understand the value of design

**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](http://designmuseum.org)