



Reference: TG2367
Band: 3L
Department: Learning
Contract: Permanent
Hours: Full-time
Reporting to: Convenor Early Years and Family Programme
Responsible for: Assistant Curators, Early Years and Family Programme
Location: Millbank, London and Bankside, London

Background

Tate aims to serve as artistically adventurous and culturally inclusive art museums for the UK and the world. We deliver this aim through activities in our four galleries across the UK (Tate Liverpool, Tate St Ives, Tate Britain and Tate Modern), our digital platforms and collaborations with our national and international partners. At the heart of Tate is our collection of art, which includes British art from the 16th century to the present day, and international modern art from 1900 to the present day.

This vision is central to the Learning and Research department, which aims to inspire new ways to engage with art and Tate's collection, generating opportunities for creative learning for all our audiences from early years to later life, and from first time viewer to experienced researcher. We do this by working with artists and partners to produce a programme of activities, resources and events at Tate Modern and Tate Britain that strive to reflect the diversity of artistic and cultural practices, and the communities of which we are a part.

We believe that audiences should be able to see themselves reflected in the gallery and are committed to developing practices that support equality and inclusion in our work.

Part of the Learning and Research department, the Early Years and Families (EYF) team aims to offer an innovative programme to a diverse public where every one of all ages feels welcome.

The team consists of two Curators, two Assistant Curators and a pool of Casual Learning Assistants, led by a Convenor. Together, we work with artists and other professionals to develop and deliver a range of creative learning experiences including self-led resources, drop-in activities, family festivals, and artist-led events to around 65,000 visitors at Tate Britain and Tate Modern each year. We believe in the power of conversations across generations, and making space for intergenerational groups that may or may not look like a traditional family unit. We work with artist and professionals including early years specialists, community organisations and organisations making work with, by and for children, and build our programme to provide agency and visibility for our audiences in the gallery.

The Curator is a key role in the Early Years and Families team, joining at an exciting time with a new focus on family audiences at Tate. Part of a team working across sites, this role will have responsibility for EYF programme at Tate Britain, developing and delivering a series of large scale projects this year and helping to shape the wider EYF programme ahead.

This year, the role will include implementing an extensive families programme to accompany Steve McQueen's Tate Year 3 Project working as part of a cross-departmental team delivering one of the most ambitious projects ever undertaken at Tate Britain (November 2019-May 2020); developing new resources and activities for families in response to new collection displays; and developing a programme of activity for a new family focused space at Tate Britain (to be launched in summer 2020).

The post holder will also work closely with the rest of the EYF team and colleagues in Learning and help shape the development of the cross-site programme.

You can find further information about Tate on our website: www.tate.org.uk

Purpose of the Job

To manage successful development, delivery and implementation of the Early Years and Family (EYF) programme, with particular responsibility for the programme at Tate Britain.

Main Activities/Responsibilities

- Curate a high-quality programme of activities and resources designed to engage diverse intergenerational audiences, working in consultation with colleagues.
- Manage the planning, delivery, monitoring and evaluation of the EYF programme and projects at Tate Britain.
- Manage and develop partnerships with artists and partner organisations
- Contribute to development of Tate's Families strategy; sharing and promoting the aims and objectives of Early Years and Families Programmes across Tate and externally.
- Line manage Assistant Curator post and oversee management of the Learning Assistant team including recruitment and training.
- Manage programme budgets and financial administration.
- Implement and manage evaluation of all programme strands including collating evaluative data and compiling into reports.
- Work in partnership with colleagues from Marketing & Audiences, Tate Digital, Visitor Experience and Communications departments to engage diverse audiences.
- Attend cross-team project group meetings and represent EYF team at cross department meetings where required.
- Nurture a portfolio of partnerships and maintain strong relationships with community partners.
- Research and build relationships with new partners to support the strategic objectives of the programme.
- Contribute to on-going Learning research programmes, attend relevant conferences and share knowledge with the wider cultural sector.

Person Specification

Essential

- Substantial experience of developing and implementing a range of high quality cultural engagement programmes to engage diverse intergenerational audiences.
- Demonstrable experience of working collaboratively with artists, academics and creative practitioners to develop audience-centred programme.
- Experience of developing and delivering large-scale events and programmes
- The conceptual and theoretical knowledge of art necessary to devise programmes that facilitate engagement with artworks.
- A proactive approach to embedding the principles of equality, diversity and inclusion into programming.
- Experience of devising and creating resources to support intergenerational groups from first time visitors to more confident visitors
- Experience of managing and developing staff.
- Understanding of evaluation methods and experience of building on evaluation to inform planning and programme.
- Excellent interpersonal skills with the ability to communicate and present effectively and confidently at all levels, internally across departments, and with external contacts.
- Excellent organisational skills including demonstrable ability to plan and deliver multiple projects simultaneously to time, to budget and to a high standard.
- An in-depth knowledge of the current limitations, challenges and opportunities around arts education and learning programming for children and intergenerational groups.
- Experience of safeguarding procedures when working with children and vulnerable groups.
- Knowledge and experience of managing budgets.
- Excellent writing and editorial skills for marketing copy, reports and project documents.
- Knowledge of Microsoft Office programs, able to use word-processing, database, spreadsheet, presentation, Internet and email applications.
- An interest in and commitment to the work of Tate.

Summary of Terms and Conditions of Employment

Type of Contract

This appointment is offered on a permanent contract.

Working Hours

This post is offered on a full-time contract working 36 hours per week – Monday to Friday.

Salary

This post is graded on Band 3L of the Tate pay scales.

An appointment to this post will be made at the minimum of the band at £31,742 per annum.

A review of pay is undertaken annually at Tate through negotiation with the recognised trade unions. Any increases to individual salaries, will be subject to the terms of Tate's annual pay settlement and will be applied from 1 April.

Annual Leave and Public Holidays

Annual leave is 25 working days per annum rising to 27 working days per annum after three years' service. In addition, we offer paid time off for the 8 public holidays and 1 Tate day (on 24 December when the galleries are closed).

Pension Benefits

An important part of the pay and reward package Tate offers employees is the option to join the Civil Service Pension arrangements. These arrangements currently offer a choice of two types of pension:

- **Alpha.** This is a defined benefit occupational pension scheme that currently has a member contribution rate which ranges from 4.6%-8.05% dependent on your salary. As your employer we meet the rest of the cost of the scheme. Further information about this can be found at www.civilservicepensionscheme.org.uk
- **Partnership** pension account. This is a stakeholder pension with a contribution from ourselves. How much we pay is based on your age. We pay this regardless of whether you choose to contribute anything. You do not have to contribute but, if you do, we will also match your contributions up to 3% of your pensionable earnings. The contributions are in addition to the age-related contribution mentioned above.

If you have previously worked for an employer who participated in the Civil Service Pension scheme or other Public Service pension schemes different conditions may apply.

Other Discretionary Benefits

- Interest-free Season Ticket Loan.
- Cycle to Work scheme – enabling you to buy a bike in a tax efficient way, for travelling to and from work.
- Rental deposit scheme – an interest free advance to help towards the cost of a deposit for privately rented accommodation
- Subsidised staff catering arrangements and discounts in the Tate Restaurants and Cafes.
- Access to Tate Benefits which offers access to discounts in high street stores.
- Access to a 24/7 Employee Assistance Programme to support you with any work, personal or family issues. This includes telephone-based support, as well as comprehensive online resources.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out-of-hours.

- Discounts on items purchased in the Tate shops.
- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.

Safer Recruitment

Tate is committed to providing a safe environment for all those who work at Tate and all those who come into contact with Tate as visitors to the galleries, as participants in Tate activities, and online. The safe recruitment of all those who undertake work on behalf of Tate is the first step to ensuring that we are fulfilling this commitment.

All positions at Tate are offered subject to the following conditions:

- Receipt of satisfactory references covering the last 3 years of your employment or education.
- Health clearance
- A satisfactory Disclosure Check.
- Proof that you are legally entitled to work in the UK

You can find out more information about our pre-employment checks and what they mean for you in our 'Guidance Notes for Applicants' document.

Diversity and Inclusion

Our aim is to become a truly inclusive organisation with a workforce and audience as diverse as the communities we serve. This is fundamental to Tate's future success and our ability to continue to contribute to culture and society in the UK.

We want our workforce to be more representative of all sections of society at all levels in the organisation. The range of perspectives and experience diversity brings is an asset to our organisation and we want to create an inclusive, welcoming environment for visitors, artists and all those who work at Tate. Tate expects all employees to contribute to this aim as part of their role. More information about diversity and inclusion at Tate can be found on our [website](#).

How to apply

Our opportunities are open for you to apply online. Please visit: www.tate.org.uk/about/workingattate/ to create an account by registering your details or, if you are an existing user, log into your account. For all opportunities we ask candidates to complete an online application form for the vacancy they are interested in. If you need an application form in an alternative format please call us on 020 7887 4997. Once you have submitted your application you can keep track of its progress by logging into your account.

The closing date for the submission of completed application forms is **Sunday 16 June 2019 by midnight.**

Our jobs are like our galleries, open to all