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Curating for Change Curatorial Fellow Job Description

Fellowship Cohort 2

Dates: July 2022 to January 2024

Locations: Ashmolean Museum/Pitt Rivers Museum (joint placement, Oxford), Black Country Living Museum (Dudley), Museum of Liverpool, National Railway Museum (York)

Do you love museums and have a passion to research collections, and to cocreate and share stories that are often overlooked or not represented? Do you want to be part of a new cohort of D/deaf, disabled and neurodivergent Curators who will drive positive change within museums across England?

Curating for Change is an exciting new initiative funded by the National Lottery Heritage Fund, providing work placements over 18 months for Curatorial Fellows within our host museums. We are looking for four Fellows who will develop skills relating to museum curation in its broadest sense through 'on the job' activities such as collections management, undertaking their own research, developing audiences in partnership with local communities, and working towards a final exhibition or series of public events. We'll provide support every step of the way through a bespoke professional development programme, access support and mentoring.

We will challenge the invisibility of D/deaf, disabled and neurodivergent people in our museums, and show the vibrancy that they can bring. Now is the time for change; Fellows will lead the process of looking at history through a new lens, using a lived experience of disability to explore and share disability history stories. Although disability history will be foregrounded, Fellows will be free to approach this from any angle, using their lived experience to bring nuance and new perspectives to previously hidden histories. Fellows could, for example, explore broader themes relating to their host museum, such as war or women's rights, but put it in the context of a disabled person's experience.

About us

The Curating for Change project has been created by Accentuate, a programme striving to bring about equity for D/deaf, disabled and neurodivergent people in the cultural sector. Accentuate is a specialist programme which is part of the organisation Screen South. Accentuate has 11 years' experience in supporting D/deaf, disabled and neurodivergent people, promoting their unique perspectives and talents and encouraging new ways of doing things. Fellows will be employed by Screen South.

Payment and benefits package

- Fellows will be paid a salary of **£18,750** per annum based on 35 hours a week (please see below)
- Fellows will have access to an appropriate and comprehensive package to support access and participation.
- Full Membership of the Museums Association will be provided for the duration of the placement as part of Fellows' training and professional development.



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- Fellows will receive a personalised programme of support, training, mentoring and networking opportunities, as well as the opportunity to complete a qualification. All expenses relating to this career development activity will be covered by the programme.

We are offering these roles as full time (35 hours, Monday to Friday) over 18 months. However, if you need to discuss flexible working options, we are open to this and are committed to finding the best ways to ensure Fellows get the most from this experience.

Museums

This second cohort of four Fellows will be in post from **July 2022 to January 2024**. The following host museums are offering placements - please watch the short introductory films for each of the museums to get a flavour for what they do, to help you decide which museum best matches your interests.

- Ashmolean Museum/Pitt Rivers Museum (Oxford): [Ashmolean Museum website](#), [Pitt Rivers Museum website](#) - <https://vimeo.com/702072818>
- Black Country Living Museum (Dudley): [Website](#) - <https://vimeo.com/702080898>
- Museum of Liverpool: [Website](#) - <https://vimeo.com/702085160>
- National Railway Museum (York): [Website](#) - <https://vimeo.com/702087669>

Four Fellows and eight Trainees have already been recruited for Curating for Change placements at other museums across England. Fellows will have opportunities to connect with our whole network of 18 museums, maximising their connections to a range of museums across the sector.

Job Description

The role of Curatorial Fellow will include:

- Carrying out research into the museum's collection, and with communities, to uncover hidden stories relating to D/deaf and disability history or researching more widely-known subjects through the lens of disability for the first time.
- Finding gaps in the museum's collections and knowledge, and working with communities to fill these, for example by gathering oral histories, or collecting new objects relating to the museum's collections.
- Using your research to develop and deliver accessible outputs such as exhibitions, events and/or digital outputs, designed to share the stories you have uncovered with a wide range of audiences (different opportunities are available at each museum).
- Working with the Disability Heritage Coproduction Group that you will help establish to develop the content for your project(s), ensuring a wider range of disabled people can influence the work of the museum.
- Developing key curatorial skills relating to the management and care of any collections you'll be including in your public-facing output, supported by your host museum.
- Developing the project management and team working skills needed to deliver your project on time and to budget, supported by your host museum.



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- Sharing your experiences and building your professional profile by writing blogs for the Curating for Change website, coming together for Peer-to-Peer network events, and attending key stakeholder meetings.

The Fellow will also support other projects in the museum, and there may be opportunities to:

- Support research and planning for major existing projects within the museum
- Contribute to the development and delivery of marketing strategies and content, including social media
- Contribute to the development of funding applications
- Develop and deliver schools or family programming.

A final job description will be developed in partnership with the successful Fellow to ensure the role best suits your interests and skills.

Person Specification

Please see below for a summary of the experience, knowledge and skills we are looking for. However, we want the roles to be shaped by the successful Fellows, and so are keen to hear your thoughts about how you might fulfil the role and what your ambitions are in taking part.

Qualifications:

We know that your career path might not have followed the traditional route; we don't require any specific qualifications and will instead be looking to see if you have transferable skills appropriate for the role. There are also no age restrictions. There will be opportunities for you to gain qualifications whilst on placement if you wish.

Experience:

The Curating for Change Curatorial Fellowship is designed to support the career development of D/deaf, disabled and neurodivergent people who have some experience in museums, galleries, archives, or other cultural institutions. You might, for example, have:

- volunteered and/or completed a training placement in a museum, heritage site, art gallery or cultural organisation
- worked on a short-term project basis in a museum, heritage site, art gallery or cultural institution
- independently written blogs or articles about museums or collections that you have researched
- delivered community outreach activities relating to museums, heritage, art or culture

Knowledge:

Through this experience, you will have gained an understanding of:

- the work of museums
- the place of Curatorial work in museums



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Art Fund

Skills:

We're interested in your passion to pursue a career in museums, and for improving the representation of D/deaf, disabled and neurodivergent people, and indeed other under-represented groups, in museum interpretation and audiences.

We're looking for somebody who can show us that they:

- Have ideas about what museums could be and the role they can play within communities
- Can communicate or tell stories in a variety of ways. We envisage that there will be public outreach elements to this role, but if your impairment/disability would make this element difficult, we are happy to have a conversation about an alternative approach.
- Are keen to work alongside others in a supportive environment
- Are interested in undertaking their own research
- Have some project management skills, demonstrating they have previously completed an activity such as delivering a small event or display, or completed a piece of research within a timeframe.

The support we'll give you

- **Flexible working options:** We'll support you and your museum to make working arrangements that work for you both. Although we are hoping Fellows will be able to take on the role full time, we are happy to discuss flexible hours, part-time working, and a degree of working from home. The training elements of the programme will also be delivered both live and online, to make sure you can attend as many of these as possible while also having the chance to meet your peers face-to-face.
- **People:** You'll have the support of:
 - Your Line Manager/Supervisor at your host museum, who will work with you to plan a programme of work experience tailored to you and your goals, as well as supporting you on a day-to-day basis
 - A senior manager in the museum who will act as the Curating for Change Champion, helping you work towards your career goals and advocating for you at a senior level
 - A personal Peer Mentor - a D/deaf, disabled or neurodivergent person who has achieved success in the arts and culture sector, who will support you to develop your career, and build your confidence
 - The Curating for Change Project Manager, who will be in regular contact during your placement, and will also work with the host museum to ensure all the necessary support is in place
 - You'll also be part of a new community of seven other Curatorial Fellows and eight Curatorial Trainees, who you'll meet (live and online) on a regular basis
- **Working space:** We've worked with the host museums to carry out basic access audits of working spaces. Once you're in post, we'll support you and the museum to make any additional adjustments that you might need.
- **Qualifications:** You'll have the opportunity to use your on-the-job experience to complete the Level 3 Diploma in Cultural Heritage. However, if this isn't for you, you may be able to start working towards the Associateship of the Museums Association, or attend other training courses or events that support your professional



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development. All expenses relating to qualifications and training will be covered by the Curating for Change programme.

- **Training:** You'll work with the other Curatorial Fellows to develop a programme of trainers and speakers who will help you develop your skills, and give you insight into innovative museum practice. You'll also have the chance to attend study visits. In particular we are planning an in-depth visit to The Museum of London, to give Fellows an insight into what it is like to build a brand-new, cutting-edge museum. Again, all related costs will be covered by the programme.
- **Your professional development:** We'll support you to develop your professional networks, your application and interview skills, and the confidence you need to take the next step in your career after your placement ends.
- **Having your voice heard:** We'll make sure that your views and experiences are valued and listened to, through regular opportunities to feed back to Curating for Change and senior colleagues in your museum, and through attendance at events for our network of Curating for Change museums and the wider museum sector. We believe this is a mutual opportunity for both Fellows and museums, and that museums have a lot to learn from this process too. This is an opportunity for Fellows to encourage museums to try new things and engage with communities in different ways.

The application process

You can apply in the following ways:

- Create a film or speech recording:
 - These should have a maximum length of 7 minutes.
 - They can be recorded on mobile phones or Zoom – we're more interested in the content than the quality of the recording.
 - If recording film on a mobile phone, please shoot in landscape mode.
 - The film or audio recording should be sent via WeTransfer to the email below.
- Submit a written application of no more than 1000 words.
- Create a visual collage as a PDF or JPEG – this could include, for example, photographs, illustrations or text. Please use no more than 100 words per collage. We would like to see one collage per question.

In your application, please tell or show us:

1. How you meet the experience, skills and knowledge outlined in the Person Specification, including a bit about your professional background, whether it is freelance, salaried or voluntary.
2. Which museum from the Fellowship host museums (Ashmolean Museum/Pitt Rivers Museum (joint placement), Black Country Living Museum, Museum of Liverpool, National Railway Museum) you'd like to work with and why. You are welcome to name more than one museum and why you want to work there. If you are applying for more than one museum, you do not need to make separate applications for each museum.
3. Something about your favourite object or item in a museum collection, and why it's your favourite.
4. Why you believe it's important to have better representation and engagement of D/deaf, disabled and neurodivergent people in museums.



Please also include your home address, phone number and email address.

Please ensure you clearly state in the film, speech recording, written application, or collage which question (numbers 1-4 above) you are answering before you do so.

If you would like to discuss your application, or if you need assistance, please contact Barbara Welch (barbara.welch@screensouth.org, 01303 259 777).

The selection process

- Staff from the Curating for Change team and the host museums will review all applications and draw up a shortlist based on how you have responded to the questions above.
- We will invite those who we have shortlisted to interview. This could be face to face or online, depending on your personal preference and access requirements, or restrictions relating to Covid-19. Travel expenses will be covered.
- We will tell you the questions we are going to ask one week before the interview, to give you time to prepare.
- The interview panel will comprise one member of the Accentuate Curating for Change team, and up to two people from your proposed host museum.
- You are welcome to bring somebody with you to support any access requirements, e.g. a personal assistant.
- We will contact those who have been shortlisted to discuss any access requirements you might have and what we might need to put in place to support you.
- If the interviews take place on site, you will also have an opportunity to tour the museum and ask any general questions of the museum team.
- We will provide feedback to all unsuccessful interviewees.

All applications should be sent by email to Barbara Welch (barbara.welch@screensouth.org).

The closing date for applications is: 10am on Monday 13 June 2022
Interviews will take place between: 27 June and 8 July 2022

Please see our website (<https://screensouth.org/events/cfc-curatorial-fellowships/>) for specific interview dates for each museum. Please note that at least one week's notice will be given before an interview.