

seven stories

The National Centre for Children's Books

Learning and Community Manager

Accountable to: Chief Executive Officer

Responsible for: Learning and Community Team

Salary: £28,000 - £32,000 depending on experience

Term: Full Time/Permanent

Main Purpose of the Role

The Learning and Community Manager will play a primary role in advocating and promoting reading for pleasure for children and young people. The role involves programming and partnership development to ensure that Seven Stories remains at the forefront of educational practice, locally and nationally. You will lead and develop a small team of Educational Facilitators to deliver our mission to inspire children, young people and communities through children's literature.

The postholder will take a strategic and operational role in shaping Seven Stories' unique educational offer, embedding equality, creativity, and collaboration into all aspects of delivery.

Key Responsibilities

Strategic Management and Team Development

- Lead the Learning and Community team, setting strategic direction aligned with Seven Stories' mission and business objectives.
- Oversee development of formal and informal learning services for diverse users across multiple settings (on-site, online, and outreach).
- Develop innovative approaches to foster engagement and drive.
- Manage and mentor a team of Educational Facilitators, fostering a culture of collaboration and continuous professional development.
- Supervise volunteers and external contributors to ensure cohesive programme delivery.

Programme Design and Delivery

- Design and deliver a high-quality programme that aligns with the National Curriculum and is informed by best practice in storytelling and literature.
- Cross-organisational collaboration to create learning programmes, educational materials, exhibitions, and community programs.
- Ensure inclusivity by co-creating programmes with schools, communities, audiences and stakeholders.

Impact Evaluation and Reporting

- Implement robust evaluation frameworks to assess the impact of learning initiatives, using data to refine and improve offerings.
- Review and develop internal systems to enhance data collection and embed robust processes utilising available software.
- Prepare reports, maintain accurate records, and develop case studies to showcase impact.

Audience and Partnership Development

- Build and sustain strong relationships with schools, community groups, cultural institutions, and education stakeholders.
- Collaborate with regional and national organizations, educational establishments, and local authorities to maximise learning opportunities.

Sales, Income Generation, and Resource Management

- A proactive approach to the promotion and sales of the Learning and Community programme.
- Responsibility for the development and implementation of innovative audience development strategies, commercial opportunities and new income streams including grant funding.
- Working within strict budget guidelines and ensuring efficient use of resources in alignment with organisational priorities.

Experience and Knowledge

Skills and Attributes

- Strategic thinker with excellent organisational and project management skills.
- Creative and resourceful problem-solver, able to adapt to constantly changing priorities.
- Strong communication skills, with the ability to engage diverse audiences through writing and presentations.
- Effective team leader with experience in staff management.
- Deep understanding of inclusion, diversity, and equalities in education.

Essential Criteria

- Proven experience in managing, developing and delivering impactful learning programmes for children, young people, adults and families within museum, educational, cultural, or community settings.
- Strong knowledge of the National Curriculum and its application in creative educational contexts.
- Demonstrable success in income generation through grant funding and commercial activity.
- Significant experience in partnership development and stakeholder management.
- Familiarity with using archive collections to maximise their educational potential.
- Team management experience.
- Experience in delivering workshops, mentoring, and training sessions for professionals in education, arts, or heritage sectors.
- Demonstrable ability to grow and diversify audiences, with a focus on reaching underrepresented groups.

Desirable

- Track record of advocating for the role of literature and the arts in education through conferences, publications, or public speaking engagements.
- Experience in conducting research related to education, literature, or cultural programming, with evidence of published work or contributions to sector reports.
- Awareness of national and regional funding opportunities for cultural and educational projects, with a network of contacts in relevant sectors.
- Experience in organising and managing large-scale educational events, festivals, or public engagement campaigns.
- Evidence of successful collaborations with sectors outside the cultural field, such as health, technology, or social care, to deliver innovative learning experiences.

Additional Requirements

- Flexibility to work evenings and weekends as required.
- Willingness to travel regionally and nationally for program delivery.
- Enhanced DBS clearance
- Experience in developing and delivering digital learning resources, including online workshops, virtual exhibitions, or digital storytelling tools.

About Seven Stories

Seven Stories is the National Centre for Children's Books, a registered charity and Arts Council-accredited museum. As a leading cultural charity in the North East of England, founded to save, celebrate and share Britain's literary heritage. We have a National Collection of original illustrations, manuscripts

and correspondence that represent the growth and development of British children's literature from the 1930s to the present day, housing some of the best-loved authors and illustrators, including Enid Blyton, Philip Pullman, and Judith Kerr.

Thousands of children and young people visit our museum and touring exhibitions each year, and participate in our outreach and online activities. Our turnover is in the region of £1.5m and we employ approximately 40 staff.

Our mission is to make literature more accessible and put stories at the heart of every childhood. We achieve this through exhibitions, performances, events, workshops, and school and community outreach projects.

Please send your CV and a covering letter explaining how you meet the job criteria to jobs@sevenstories.org.uk

Deadline for applications is Friday 17th January 2025