

Saturday Art Club Tutor

Reporting to: Youth Programmes Producer, Engagement Team at Royal Museums Greenwich

Royal Museums Greenwich (RMG), in South-East London, is dedicated to enriching people's understanding of our relationship with the sea, the exploration of space, and Britain's role in world history.

The National Maritime Museum (NMM), part of RMG, aims to create a space that is accessible, welcoming, and relevant for young people to develop new skills, build confidence and meet peers. As part of this, we host a weekly Saturday morning art club for young people aged 13-16yrs. The Museum's club is part of the UK-wide [National Saturday Club initiative](#).

The Museum is seeking a skilled creative practitioner to lead the 2024-2025 Saturday Art Club, based at the NMM and utilising RMG's collections. The Tutor will design and deliver creative sessions for young people aged 13-16 years, covering a range of art forms and themes, drawing on the unique collections and providing high quality creative experiences. They will work closely with the young artists to create a relaxing, welcoming space, ensuring youth voices are central and lived experiences valued and respected; the sessions should be a time to relax, have fun, and make friends. The Tutor will work with staff to organise and deliver trips away from the NMM to support young people to experience culture more broadly. The Tutor will ensure the programme equips the group to achieve their Arts Award and support the participants to document their work in portfolios. The Tutor will incorporate the opportunities presented by the National club, including a temporary summer exhibition in 2025.

The Tutor will need to be available for all the sessions to develop a positive working relationship with the young people. This role is closely supported in sessions by an assistant.

Fee: £6,700 (Freelance contract, fee subject to national insurance and tax deductions)

Application deadline: 9am, Monday 29th July

To apply, please send **one** of the below to youngpeople@rmg.co.uk:

- CV and covering letter demonstrating your approach, experience, and how you meet the essential requirements

OR

- Short audio or video clip talking through your approach, experience, and how you meet the essential requirements,

Please indicate whether you have a recent DBS check (issued within the last 3 months).

We encourage you to read the job description/person specification before applying for this role, and make sure you reference the essential criteria in your covering letter.

Diversity and inclusion are integral to our work, as we are a museum for everyone. We want to foster a spirit of inclusion, collaborative working, innovation, and valuing people as individuals whose lives have been shaped by different experiences. Therefore, we welcome applications from everyone.

If you have any questions about the role or application process, including if you'd like to apply in an alternative format or if you require any reasonable adjustments to support your application process, you can contact youngpeople@rmg.co.uk.

1. Job Purpose

To design and deliver the Saturday Art Club, centering the needs and voices of young people (13-16 years), introducing them to a variety of creative practices, and supporting them to complete a Bronze Arts Award accreditation and final display item, as well as to relax, have fun and increase their social networks.

2. Key Responsibilities

- To plan, prepare and deliver creative sessions spanning a range of creative practices for young people aged 13-16, ensuring the needs of the group are met.
- To collaborate with the Youth Programmes Producer to research and create inspiring ways of interpreting the RMG's themes, stories, collection and sites for young people.
- To welcome young people aged 13-16 to the workshops and provide support and encouragement for them to take part in the creative activities, setting tasks to support and promote the young people getting to know each other.
- To ensure a safe, non-biased and accessible environment is maintained for club members, including those with special educational needs and disabilities.
- To work with the Youth Programmes Producer to plan and deliver off site trips for the group to enable wider access to the arts.
- To ensure planned activities meet the criteria for Bronze Arts Award, including documenting their work and collating evidence in appropriate formats.
- To manage art resources appropriately, provide session plans and liaise with the Youth Programmes Producer to prepare for sessions in a timely manner.
- To lead moderation of Arts Award portfolios with the support of the Youth Programmes Producer and supporting those students who miss sessions to catch up.
- To comply with the NMM's policies on health and safety and safeguarding.

3. Other responsibilities

- To liaise with the Youth Programmes Producer between sessions to assist in the smooth running of the programme.
- To carry out evaluation and reporting duties using methods appropriate for the group.
- To be an ambassador for the Museum and Young Greenwich and to signpost young people on to further opportunities.
- To attend training as required.
- Liaise with the Creative Assistant to ensure smooth delivery of the programme.

Person Specification

Essential criteria:

- Experience working with young people aged 13-18 years in a museum, gallery or other arts, community or cultural setting.
- Confident in a range of creative practices e.g. (but not limited to – all welcome!) sketching, collaging, photography, textile, sculpture, painting, printing etc.
- Demonstrable experience developing and delivering high quality creative participatory activities for young people, including those with SEND, that are responsive to young people's experiences and needs.

- Understanding of the barriers facing young people within the heritage sector, particularly the barriers preventing young people from accessing museums.
- Committed to, and enthusiastic about creating inspiring learning experiences for young people with a diverse range of lived experiences, interests and support needs.
- Demonstrable experience of enabling young people to lead their own learning.
- Experience of safeguarding young people and vulnerable adults, and demonstrable understanding of how to identify and report a safeguarding concern.
- A recent DBS check (must be shared with RMG before starting work)

Desirable

- Demonstrable experience of delivering the Bronze Arts Award.
- Arts Award training/experience.
- Knowledge of the priorities of and best practice within the education/ youth sector.
- Experience of using visual arts to interpret collections and histories.
- Youth Mental Health or Mental Health First Aid Training

Additional information:

2024-2025 Timetable:

- September 2023: Induction, research, training and planning
- October: Club starts (dates below)
- October – April: Club delivery
- April: Catch up sessions
- May: Arts Award moderation
- June/July: Delivery of summer exhibition, part of National Club.

Term 1	Term 2	Term 3	Term 4	Arts Award / Summer Show
5 October, 12 October, 19 October 26 October <i>Greenwich Half term: Monday 28 October to Sunday 3 November 2024</i> <i>No session on 2nd November.</i>	9 November, 16 November, 23 November, 30 November, 7 December, 14 December 21 December <i>Winter Holidays: Monday 23 December 2024 to Sunday 05 January 2025</i>	1 January, 18 January, 25 January, 1 February, 8 February 15 February <i>Half term: Monday 17 February to Sunday 23 February 2025.</i> <i>No session on 22nd February</i>	1 March, 8 March, 15 March, 22 March 29 March Arts Award catch up sessions: 26 April 3 May	Moderation May/June 2025 date TBC July Summer Show TBC Graduation date TBC
Sessions run from 10am-1pm, with set up and take down around these times.				

Fees:

The fee breakdown is as follows:

- 22x session planning: £1210
- 22x session delivery (to include some scheduled offsite cultural trips): £4180

- 1x induction (half day training): £55
- 1x half day collection research: £55
- 4x half day termly planning meetings: £220
- 4x half day keeping in touch meetings: £220
- 2x Arts Award catch up sessions: £350
- 2x Arts Award moderation days (office support): £220
- 1x Summer Show visit (full day delivery): £190

Additional meetings and work:

- You will be paid to attend relevant training
- Paid additional meetings will be scheduled as necessary
- Additional fees for offsite trips will be agreed if timings fall outside the usual session timings.

This breakdown is based on the RMG Engagement freelancer pay rates.