

ffotogallery

Role Introduction: Learning and Engagement Manager



As one of the UK's leading organisations for contemporary photography and lens-based art, commissioning and presenting outstanding and diverse work from around the world is central to Ffotogallery's mission, along with supporting the development of artists and showcasing exciting new work developed in Wales.

This is an opportunity to join our ambitious and dynamic team at a particularly exciting time; this year we launch a season of culturally diverse exhibitions and engagement activities at our new centre in Cardiff and online using a variety of different platforms. We will be touring Ffotogallery exhibitions, creating online content, and delivering the fifth edition of Diffusion: Cardiff International Festival of Photography, which takes place every other year, in Autumn 2021.

As Learning and Engagement Manager within the Ffotogallery team, you will contribute fully to programming discussions and lead on the development of new partnerships and activities to animate exhibitions and online presentations in ways which engage our target audiences and participants.

Who are you?

You are a creative person, passionate about the visual arts and their potential to engage people from all walks of life. You welcome the opportunity to become part of a small, dynamic and ambitious team and contribute to the planning and delivery of creative projects. You see the potential to reach new audiences through learning and engagement activities, and to find new accessible ways of presenting artists' work in online platforms, as well as physical exhibitions.

The knowledge you have gained in the arts and media field is related to the demands of the role. Your experience will bring new ideas and perspectives to our work. You have been working for between 3 - 5 years in a relevant capacity; this may or may not have been related to your career in the arts, but you need to demonstrate transferable skills and experience you can apply to this role.

You come with a positive attitude and willingness to learn and develop in the role. You are committed to widening access, inclusion and diversity in the arts, and enjoy collaborating with others, including artists, educators, audiences and project partners. You need to be able to

communicate effectively with the public and represent Ffotogallery's work to press and media partners.

You are happy to travel into Cardiff for work or to relocate, if necessary, for which support will be provided. Or you may have particular needs that require extra support and adjustment to the work environment and routine; Ffotogallery will strive to address any needs you may have, within available resources.

Who are we?

From our beginnings over forty years ago, Ffotogallery has believed in the power of the visual arts to transform people's lives, whether aspiring photographers and artists seeking to express themselves through their work, or an audience member gaining new insights into the world through the imagery they encounter in an exhibition, in a book or online.

Our vision is for everyone to be able to enjoy transformational experiences through photography and its associated media. It is important to us that our exhibitions and events, publishing, learning and engagement activities connect with culturally diverse neighbourhoods and communities in Cardiff and Wales, ensuring that all residents are able to contribute to, and benefit from, our success. Through our extensive online offer and touring of Ffotogallery exhibitions, our publications and four previous editions of Diffusion: Cardiff International Festival of Photography, the reach and impact of our work is across the globe.

In September 2019 we moved into our current home in Cardiff, which is both an engine room and showroom; a place where new ideas and creative projects are generated and also a welcoming venue offering inspiring encounters with contemporary photography. As well as an excellent gallery and events space, the new centre includes a publicly accessible library/resource room, creative studio and a small bookshop. Our website and socials, and our extensive digital activities, enable us to share our exhibitions, projects, archives and participatory work with a wider global audience, providing an exciting platform for learning and engagement. The protracted lockdown and restrictions on travel and public gatherings have prompted us to scale up our digital content creation and distribution and to invest in new 3D immersive platforms and virtual exhibitions.

All of Ffotogallery's work for the next three years is based around the theme of *Many Voices, One Nation*, with the key aims of promoting greater cultural diversity, access and inclusion, lifelong learning, innovation and excellence. Ffotogallery continues to work hard to tackle social inequalities; we value the role people from all parts of our society can play in creating a vibrant arts scene. We know that the arts in the UK, and Wales in particular, will be stronger, more exciting and relevant to more people if we embrace diversity. We are constantly looking at what we do and at how we work through fresh eyes, knowing it will help revitalise our approach and widen access to the arts.

To read more about Ffotogallery's work, visit the following websites:

www.ffotogallery.org

www.diffusionfestival.org

<https://www.theplaceicallhome.org/>



What is the role of Learning and Engagement Manager at Ffotogallery?

The Learning and Engagement Manager at Ffotogallery develops, implements and updates an integrated learning and engagement programme targeted at particular audiences and participant groups. In this case, we are particularly targeting culturally diverse local communities and individuals and groups in the wider local, national and international constituency that are currently underrepresented in our programming or not fully accessing Ffotogallery's activities and services. The role involves reaching out and cultivating new and existing relationships with various groups, arts and educational organisations in local, national and international communities for the purpose of strengthening the reach and impact of our learning and engagement work. It is about communicating effectively to the public, press, stakeholders and partners and representing Ffotogallery's work externally.

What will the job entail in the first year?

You will be an equal within the Ffotogallery creative programming team, contributing to artistic decision-making, and also involved in all aspects of planning and delivering learning and engagement activities to accompany all our exhibitions, projects and events, in both physical and online spaces. You will have a key role in brokering new partnerships and communicating our learning and engagement offer to a wider constituency of users and audience members.

You will be a key member of the creative team planning and delivering the fifth edition of Diffusion: Cardiff International Festival of Photography in Autumn 2021. With the constraints on what is allowed in terms of travel and social gatherings, Diffusion 2021 will be a blended virtual and physical event, with the latter activity including freestanding exhibitions around the city and in other locations outside Cardiff, projections and digital displays, banners and billboard artworks etc. If the Covid restrictions are eased, there will also be gallery-based exhibitions and events, but we are currently focusing on presentation of work and learning and engagement activities not dependent on venues being open to physical visitors.

How will Covid-19 affect the role?

We are living in uncertain times regarding any future restrictions on travel, public gatherings and access to our workplace. The team kept working during lockdown by allowing flexibility in how

our work is structured and by maintaining a home/workplace balance in terms of our schedule. There are new measures now in place designed to ensure the confidence and wellbeing of staff and visitors, whose health and safety remains our paramount concern. Because of the ever-changing situation, we will discuss appropriate working arrangements for you in the context of your role and public health guidance.

What support can Ffotogallery offer me?

We will help you to grow in the role, with the opportunity to broaden your knowledge and experience, as well as helping you plan your work programme.

After a full induction, you will have ongoing line management support, and be given feedback and advice in dealing with artists and partners, budgeting, logistics and negotiating resources.

The Team will facilitate introductions to local, national and international contacts and advise on potential new partners. You will have an opportunity to represent Ffotogallery at networking events, conferences and lead discussions with partners about potential collaborations. If required, you will be introduced to the Cardiff and Wales' arts scene, and various local and national arts and cultural networks.

Job Description: Learning and Engagement Manager (35 hours per week/full-time) Permanent post (subject to six month probationary period)

Overview of role

Ffotogallery is embarking on an ambitious development programme over the next 18 months which includes delivery of the fifth biennial edition of Diffusion: Cardiff International Festival of Photography in Autumn 2021 and a series of online and physical exhibitions, learning and public engagement activities, artist residency and publishing projects with local, national and international partners. We want our work to be culturally diverse and socially relevant. To be accessible and inclusive, inspiring others, young and old, in a way that nurtures their creative potential. As Learning and Engagement Manager within the Ffotogallery team, you will contribute fully to programming discussions and lead on the development of new partnerships and activities to animate exhibitions and online presentations in ways which engage our target audiences and participants.

Working Relationships

The Learning and Engagement Manager will be a member of Ffotogallery's core team, which currently includes David Drake, Director, Alex Butler, Operations Manager, Marc Arkless, Exhibitions Manager, Liz Hewson, Production Coordinator and Cynthia Sitei, Creative Producer.

In addition, we regularly operate a paid internship scheme, as well as drawing on a pool of freelancers and suppliers to deliver specific projects and aspects of our programme. Flexible and collaborative working is the normal practice given the relatively small size of our organisation and the need to cover absences due to holiday and illness.

The Learning and Engagement Manager is line-managed by the Director, and will work closely with other Ffotogallery staff and partners as appropriate to the role and responsibilities.

We are an organisation committed to continuous professional development, and within budget limits all staff receive training and development support, mentoring and access to a network of peers and alumni working in the arts and cultural sector across the UK.

Salary/Hours/Holidays

Salary is £25,000 pa for 35 hours per week over 5 days. Ffotogallery's business opening hours are 9.30am – 5.30pm Mondays to Saturdays. Working days for each staff member will be scheduled accordingly. When out of hours working is necessary, for example when there are evening and weekend commitments, time off in lieu is granted. Ffotogallery has a company pension scheme in line with the Government's requirements. Holiday entitlement is accrued on the basis of 2 days per month worked, plus public holidays.

Main duties/Responsibilities

- Liaise with artists, partners, freelancers and suppliers, as required, in planning and delivery of the learning and engagement programme
- Research new opportunities and broker new partnerships to expand the reach and impact of our work, with a focus on diversity, access and inclusion
- Deliver learning and engagement activities, conferences, talks and events
- Produce creative content for learning and engagement activities and resources, to be distributed on various online and physical platforms
- Lead on Ffotogallery's training and professional development programmes for the arts and creative industries, including professional practice sessions, paid internship schemes and volunteering opportunities
- Represent the organisation externally, as required, in terms of our various educational, cultural and media partnerships, being able to present the full scope of our work at conferences, trade events and in dealing with press and media enquiries
- Provide guided tours for visitors and contribute to our public facing activities and events delivery
- Participate in staff training and professional development opportunities, as required
- Undertake specific additional activities, as required by the role, at the request of the Director

Person Specification

Your life experience, enthusiasm and passion for the arts are more important to us than formal qualifications and the number of arts jobs you have done previously. However, you must be confident in putting forward and executing ideas for learning and engagement work and in developing new relationships and fruitful partnerships at the local, national and international level.

What we ask is that you are able to bring new ideas and perspectives to our work, reflecting your career in the arts and 3 - 5 years working experience. Your creative experience could involve self-initiated projects or those you worked on with others in an arts-related setting. By working experience, we mean you have acquired transferable skills and knowledge that demonstrate that you can bring original ideas to fruition, that you show resourcefulness, creativity and an ability to work well within a team.

You are in the early to mid-stage of your career in the arts, and may have experienced barriers to career progression, so first-hand experience of dealing with these challenges is an asset in terms of understanding how certain members of society may feel excluded from full participation in the arts and media professions.

You welcome the opportunity to work for a supportive organisation committed to diversity and inclusion, and to be part of a wider UK network and to receive advice on career progression, training and mentorship.

You are excited by the prospect of playing a part in creating a more equitable and representative UK arts and cultural sector, contributing to the processes of change that are so urgently needed.

***N.B.** We are committed to protecting and promoting the welfare of children, young people and vulnerable adults and expect all staff to share this commitment. This post is working in regulated activities. If you are successful, we will undertake additional recruitment checks which will include a check to see if you have had any criminal convictions, a check of police information and we will check the barred list(s). It is a criminal offence for a barred individual to apply for a job in regulated activity.*

As this post involves working with children, vulnerable adults or dealing with sensitive information, written references will be taken up and made available to interviewers before the final selection stage.