

The Roald Dahl Museum and Story Centre (RDM) engages with thousands of people every year to experience the wonder and magic of Roald Dahl's stories. Most of these people will visit as a family and will often experience one of the public programme staffed sessions led by the Learning Team. We deliver an expansive public programme to enhance the experience our visitors get here at the Museum.

The Learning team is constantly updating and improving the Museum's staffed engagement offer for visitors. Most recently (since 2023) we have created new public programme sessions as part of our wider SEND and Under-5 programmes. We are a tight Learning Team and work hard to develop and deliver dynamic public programming to very high standards.

The **Public Programme Session Leader** is a brand-new role that will sit within our busy Learning Team and will be key in preparing and delivering sessions on our public programmes.

What you'll be doing

As a **Public Programme Session Leader**, your day could involve leading creative workshops at weekends or in school holidays and delivering interactive storytelling to a live audience, as well as doing practical preparation. We'll provide you with training when you begin your post, including a period of shadowing and supported delivery before you lead sessions independently. The training will assure you know our standards and how to meet them.

There are currently four different roles within the Learning Team: Head of Learning, Learning Officers, Learning Operations & Projects Officer and Learning Session Leaders. The **Public Programmes Session Leader** is a new role which will sit alongside our Learning Session Leaders (these staff deliver on both our schools *and* public programmes). You will be directly managed by one of the Learning Officers who is responsible for your professional development, objective setting and overall performance.

You can expect your tasks to include:

- **Leading sessions** on the public programme; delivering practical creative workshops, interactive storytelling sessions for families and interacting with visitors in the galleries and drop-in activities. You'll work with target growth audiences, delivering our public (non-school) SEND offer as well as our under 5s offer.
- **Managing equipment and resources.** You'll set up everything needed for sessions, then tidy away and store it safely. We'll ask you to prepare resources needed for the

We're a small and collaborative team, so you'll also perform other tasks that aren't listed in this role profile. Your duties will also naturally evolve over time. This profile therefore aims to give you a good understanding of the key parts of the role rather than be an exhaustive list of duties.

programmes you and your colleagues deliver, including photocopying, laminating, unpacking and collating craft materials.

- **Participating in evaluation and regular training.** The Museum puts an emphasis on assessing and increasing the positive impact of our programmes and you'll play a vital role in processing feedback and attending development sessions to keep enhancing your skills, and the effectiveness of our work.
- **Helping us to improve our systems.** You'll share your insights with the rest of the Learning Team as we review our processes.
- **Working to protect children while onsite.** We'll need you to complete Child Protection training and carry out your work in accordance with best practice for safeguarding children and young people. The post is subject to an Enhanced DBS check on appointment.

This job will suit you if...

- You are passionate about learning and working with children and families. You believe they deserve high quality experiences and have some ideas about how to facilitate these;
- You enjoy public facing work, thinking on your feet and communicate well with anyone and everyone;
- You have a love of the cultural heritage sector and understand what this offers people as an informal learning experience. You have some experience of working with families and public-facing roles;
- You're a team player and you understand when to offer support to colleagues but also when to ask for help;
- You communicate clearly and proactively – you share information as a default. You enjoy interacting with a variety of people and you understand the value of listening;
- You are motivated and driven. You volunteer for new challenges without waiting to be asked. You're going to take ownership of the time you spend with us and truly make a difference;
- You have flexibility with your working hours, are happy to work weekends and school holidays and understand that no two weeks will be exactly the same.

The experience you'll need

To get this role, you'll need clear enthusiasm and commitment to shaping experiences for children and families in the cultural heritage sector. You are already a confident public speaker and have examples of where you have done this, from any part of your personal or professional life.

Where could your career go next?

We love helping people to grow their careers, whether that's within the Museum or giving you the skills to take to another organisation if that's right for you. Within the Museum, you might have the opportunity to take a sideways secondment into a project role or perhaps take a step up into a more senior position as the staff group evolves.

Other things you'll want to know

- This role reports to one of the Learning Officers;
- This role operates as a zero-hour arrangement as hours will vary depending on the needs of the Museum. We expect that the total annualised hours over a full year could be up to 200. Your actual hours will normally be agreed one month in advance;
- The hourly rate for this role is £15 per hour (FTE £28,860) plus holiday pay, accrued for hours that you work;
- You'll be expected to work at least 3 weekend days per month and approx. 3 days in every 7 across school holiday weeks. We will discuss working patterns further with shortlisted candidates;
- The role is a fixed term contract until February 2028. There may be a possibility of extension;
- There is a 3-month probationary period after you join us. During your probationary period, we'll give you the relevant training and direction you'll need to perform your role effectively. The probationary period is the opportunity for you and the Museum to make sure that you're the right fit for the role.