

# MUSEUM OF THE HOME

## Job Description

Job title: Creative Programmer  
Salary: £12,000 per year for 2 days per week (£30,000 full-time pro-rata)  
Reporting line: Director of Creative Programmes and Collections

## Job Purpose

To develop a dynamic creative events programme to make the Museum of the Home a destination for debate and performance to help audiences rethink the ways we live, in order to live better together.

## Main Responsibilities

- To programme Home Truths, a series of talks and debates exploring themes connected to home. A key strand is women and homelessness
- To develop and programme content for the Festival of Home, an annual festival that will be held on site and online in September 2021
- To develop a thoughtful, coherent and creative programme across themes of homelessness, migration and belonging
- Inspire and encourage artists, thinkers and thought leaders to engage with the Museum
- To programme a seasonal arts events programme with a good balance of artistic, commercial and non-commercial events, to attract a broad range of audiences to the Museum. There will be a particular focus on the Winter Festival
- To manage a budget that generates income to support the development and delivery of the arts events programme
- To ensure the programme is diverse and representative of the community around the Museum
- To ensure a good range of local artists are programmed, while seeking artists nationally and internationally who have a direct link to the themes and values of the Museum of the Home
- To keep up to date with current trends and developments through engagement and attendance at arts events in London and nationally
- To maintain positive working relationships with all departments in the Museum, particularly the commercial, creative learning and communication teams
- To respond to themes, issues and ideas with a dynamic and engaging event programme that pushes the Museum to meet its goal of being socially engaged and relevant on all ideas relating to how we can live better together
- To issue contracts, request technical information, manage schedules and in some cases the practical event delivery of the programme

The above list is not exclusive or exhaustive and the job holder may be required to undertake such other duties as may reasonably be required.

### **Key Performance Indicators**

- The successful launch of a new creative events programme including Home Truths and the Festival of Home
- Income generated through the events programme and good event attendance rates
- Well managed budget that supports the development of the creative events programme
- Meeting schedules and budgets
- Positive relationships with all departments
- This role works across the curatorial, commercial and creative learning teams so it is key that communication and a positive working relationship brings these strands of the role together
- A diverse and representative programme

### **Skills/Knowledge/Personal Attributes:**

#### **Essential:**

- A good, diverse and demonstrable network of artists, thinkers and thought-leaders
- Excellent communication skills
- Outstanding collaborator and exceptional team player
- Ability to work collaboratively within and across departments, thinking strategically and working across a wide range of disciplines within complex environments
- Ability to demonstrate an understanding and commitment to the role that diversity and inclusion play in the artistic programming at the Museum of the Home

#### **Desirable:**

- Experience of working within a festival environment and creating varied content that draws in a variety of audiences
- Knowledge and experience of working within east London

### **Our values at the Museum of the Home – how they are represented by this role:**

- **Collaborative** – To ensure artists, partners and audiences feel represented and valued
- **Agile** – To be able to adapt, change and grow in response to political, social and local priorities
- **Risk-taking** – To believe in the power of art, ideas and creativity to inspire, educate and effect change. To not be afraid to look at the world with fresh eyes, give people a voice and find new ways of doing things.
- **Creative** – To bring rigour and passion to our quest for outstanding artists, ideas and experiences
- **Eco active** – To ensure that events have a low carbon footprint and that resources are sustainable and recycled where possible.
- **Inclusive/diverse** – Tangible commitment to a diverse programme of artists and stories

across all strands of programming

**Experience:**

**Essential:**

- Minimum 4 years' experience in an arts programming/creative producer role in a cultural, festival or heritage organisation
- Demonstrable experience of programming ticketed and free live arts events to the highest standards in a cultural, festival or heritage organisation
- Experience of project managing performances and events derived from non-professional participation presented in public spaces
- Proven experience of programming in a range of venues or sites
- Experience of budgetary responsibility for income as well as expenditure
- Proven track record of creating stand-out creative content

**Desirable:**

- Experience of delivering events as well as programming them
- Experience of programming to a particular theme or issue

**Qualifications:**

N/A

**Other requirements**

DBS check