



Hello

National Justice Museum is an independent museum and Public Legal Education provider, delivering education programmes nationally. We are based in Nottingham's Grade II* former Shire Hall/County Gaol, featuring historic courtrooms, a police station and exhibitions exploring the history of justice. We house a nationally significant collection exploring the Criminal Justice System over the last 2 centuries. We empower audiences, providing opportunities to gain knowledge and understanding of the law/justice system.

We also operate the City of Caves, an attraction central to the economic regeneration of the city within the Broadmarsh site which is now under discussion around how this space will be developed and used going forward.

Our attractions are key to Nottingham's tourist economy, attracting visitors who spend time in the city boosting the local economy. In 2018 we became an Arts Council National Portfolio Organisation (NPO) and we recently successfully applied to be part of the 2023-26 investment programme. We have recently been awarded a National Lottery Heritage Fund resilience grant.

We have gained huge recognition over the last 5 years for our engagement programmes which have 'turned the museum inside out', working with local, national and international partners and our ground breaking work in prisons which won the Museum Change Lives award in 2021.

Our public legal education work is central to our purpose and we operate these programmes in our courtrooms in Nottingham, at the Royal Courts of Justice and the Rolls Building in London and across many sites in the North and through our NJM on Tour programme. In 2019 we entered into a partnership with The Ben Kinsella Trust to deliver 'Choices and Consequences', a key programme educating young people about the dangers of knife crime.

This is a hugely exciting time to join us as we test out new ways of working under our resilience funding and we continue to embody the Arts Council Investment Principles as we work to deliver our organisational aims and the activity plan for our Arts Council funding. This role presents an amazing opportunity for someone to use the excellent foundations set by the previous incumbent to put their own stamp on the delivery of our creative engagement activities.

A handwritten signature in black ink, appearing to read "Victoria Reeves". The signature is written in a cursive, flowing style and is positioned to the left of a vertical line that extends downwards.

Victoria Reeves, CEO

August 2023

The Role

Based	Nottingham, with travel to our other sites and working actively in surrounding communities, some weekend and evening working
Salary	£14,400 pro rata (FTE £24,000)
Job title	Creative Engagement Curator
Key relationships	Head of Collections and Research, Learning Team, Volunteering Team, Marketing Team, Co-production curator
Reports to	Head of Creative Programmes
Contract	22.5 hrs per week - fixed term to April 2026
Purpose of the job	To programme, develop, deliver and evaluate distinctive creative activities that bring people together from all backgrounds to engage with the organisation's collection and enduring themes.

Working with a variety of visual art forms, processes and creative practitioners to inspire connectivity, confidence, dialogue and enjoyment that enhance the quality of people's experience of our organisation and shape a more open, relevant and representative interpretive approach across our work activities and locations and on our digital platforms.

If you think this is you, please read the details provided carefully and email a CV and succinct (no more than 2 A4 sides) application letter ensuring you demonstrate how you fit the person specification to victoria.reeves@nationaljusticemuseum.org.uk alternatively you may submit a short film.

The closing date for applications is **Sunday 17th September 5pm.**

Job description

Key responsibilities and duties
<ul style="list-style-type: none">• Produce and deliver welcoming, excellent quality, creative workshops with museum objects as a source of inspiration• Liaise with colleagues, artists and creative practitioners to prepare and co-host creative activities at the museum and out in the community and at all NJM venues• Programme and arrange for creative activity to move out from the museum into the city for significant events, pop up interventions with partners, and on the museum bicycle• Take an active role in the creative programming and ideation sessions, manage and communicate strategically• Record and evaluate workshop attendance data, statistics, observations and impact• Work with the Head of Collections and Research to select and prepare historic objects for workshop/activity inspiration• Co-create digital content relevant to NJM activity across all sites for the website and other platforms, using external practitioners as necessary• Prepare materials and resources needed for workshops and be responsible for resetting the room after each session• Liaise with and support coproducers, creative practitioners, the Lead Creative Workshop Practitioners and volunteers• Photographically record/ document and share the processes and outcomes on social media adhering to data protection procedures• Identify and nurture positive relationships with individuals, communities and organisations to increase participation with creative workshops• Use the National Justice Museum’s CRM system to build bookable workshops, commissioned performances, and public events.• Demonstrate a personal commitment to access, inclusion and diversity and ensure this focus is at the heart of everything we do
Other duties
<ul style="list-style-type: none">• Develop and maintain excellent internal and external working relationships that meet the values of The National Justice Museum• Develop and promote equal opportunities, ensuring the National Justice Museum reflects, includes and provides for people from all backgrounds.• Comply with relevant National Justice Museum policies.• Actively participate in the wider life of National Justice Museum and from time to time undertake other duties as requested.• Ensure compliance with all National Justice Museum policies including Customer Care, the Health and Safety at Work Act 1974, the Trust’s Safety Policy and Financial Standing Orders.

Person specification

Qualities, skills and knowledge	Essential	Desirable
Practical experience of developing and delivering creative workshops with people from all backgrounds and abilities	E	
Excellent verbal, written and digital communication skills with friendly, engaging and enthusiastic communication style	E	
Practical experience and confidence in working with of a range of materials and art forms	E	
Able to work independently and as part of a team	E	
Excellent organisational skills	E	
Excellent time management and ability to set and deliver to deadlines	E	
A personal commitment to access, diversity, and inclusion	E	
Ability to work experimentally, contribute to and embrace new ideas	E	
Kindness, empathy and a willingness to understand multiple perspectives, approaches and opinions	E	
Ability to share ideas across project specific social media accounts and with colleagues	E	
Demonstrable ability to build meaningful relationships with colleagues, individuals and communities of people	E	
Experience of working within an arts or heritage organisation		D
An interest in our enduring theme of justice, crime, law and punishment		D
An interest in the role museum collections play in connecting people with each other		D
Experience of organising and supporting creative practitioners in delivering workshops		D
Ability to think creatively	E	

A personal commitment to placing access, inclusion and diversity at the heart of projects	E	
Basic photography skills		D