

## **The Daskalopoulos Director of Public Programmes and Education**

### **Background**

For over a century the Whitechapel Gallery has premiered world-class artists from modern masters such as Pablo Picasso, Jackson Pollock, Helen Frankenthaler and Frida Kahlo; contemporaries such as Zarina Bhimji, Sophie Calle, Lucian Freud, William Kentridge and Gillian Wearing.

With beautiful galleries, exhibitions, artist commissions, collection displays, historic archives, education resources, inspiring art courses, dining room and bookshop, the newly expanded Gallery is open all year round, so there is always something free to see.

The Gallery is a touchstone for contemporary art internationally, plays a central role in London's cultural landscape and is pivotal to the continued growth of the world's most vibrant contemporary art quarter

### **Role**

**The Daskalopoulos Director of Public Programmes and Education** shapes public programmes, education and interpretation policy, and broader Gallery policy as well as leading the Education Team.

**The Daskalopoulos Director of Public Programmes and Education** joins a senior programming team who create a visual arts programme of substance, relevance and originality, which enhances the Gallery's reputation and involves all the Whitechapel's diverse audiences. The job involves close liaison with the Director and all Team Leaders.

This role also involves liaison with artists, academics and cultural practitioners, as well as numerous organisations including educational and community institutions, funders from the public and private sectors and other arts organisations in Britain and abroad.

**The Daskalopoulos Director of Public Programmes and Education** plays a key role in representing the Whitechapel Gallery as part of our advocacy and fundraising activities and as a member of the arts community.

### **Job description**

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## **Accountability**

The Daskalopoulos Director of Public Programmes & Education reports to the Director and contributes to Gallery policy in conjunction with Team Leaders, the Director and the Trustees.

## **Duties and responsibilities:**

### **Policy**

- As a member of the senior management team contribute to the strategic development of the Gallery's vision and aims, with particular responsibility for public programmes, education and interpretation.
- Structure focus, rhythm and strands of the public programme
- Shape interpretation and engagement strategies around the exhibitions and display programmes in collaboration with exhibitions team
- Guide policy and delivery of education and community projects
- Contribute to audience development strategies
- Contribute to publishing initiatives

### **Programming**

- Programme talks, lectures, seminars and conferences with the curator for Public Programmes that:
  - amplify or complement Gallery exhibitions, commissions and displays
  - provide a platform for artists
  - foreground important new thinkers and tendencies in art and culture
- Commission and supervise guest curators or partner organisations for film, spoken word, music and art writer in residence events
- Build on the curatorial programme for the project galleries with the curators for community and schools programmes
- Work with artists, educators, scholars, cultural practitioners and community representatives

### **Co-ordination and representation**

- Oversee the delivery of courses and professional development sessions such as Open Screenings, 'How To...' courses and the Curating the Contemporary MA jointly run with the London Metropolitan University
- Build strategic partnerships with universities, peer organisations and community groups
- Provide information on the education and public programme for the Communications and Development departments
- Respond imaginatively to new directions in funding for the arts and education
- Represent the Gallery's programmes and arts education work to other professional bodies lectures and conferences
- Participate in the Access Advisory Group

## **Management**

- Line manage and support the Education team who comprise: Curator: Public Programmes/ Curator: Schools & Teachers/ Curator: Families/ Curator: Communities/ Curator: Youth Programme/ an Education Apprentice and an Education Trainee
- Line manage freelance employees/consultants/trainees, with support from the Administration Manager
- Set, manage and monitor all education budgets liaising with the Head of Finance
- Achieve financial targets set by the Trustees, with support from the Development team
- Work with the Director, Managing Director and Head of Finance in planning and realising the Education team's strategic financial, administrative and human resources objectives
- Ensure the continuing monitoring and evaluation of all education programmes and that the team meets its obligations to report to Trustees and funders in a timely and accurate manner.

## **Fundraising & Networking**

The Development Team is principally responsible for raising annual income for the Education programme. You will:

- Ensure effective communication is maintained with the Development Team and fundraising opportunities are identified and exploited
- Monitor education income and expenditure and notify the Head of Finance of variances in a timely manner
- Work with the Director's Office, the Administration and Development teams to cultivate and develop relationships with existing and potential funders (local authorities, statutory bodies, trusts and foundations, individuals and corporations) with the aim of retaining and finding new funding and programme partnerships
- Maintain effective cross departmental communication
- Establish relationships with artists, producers and commentators in all areas of cultural and intellectual life
- Cultivate and develop relationships with Gallery professionals, policy makers in arts and education, teachers and key community decision-makers
- Maintain awareness of contemporary art practice, gallery education and issues around access and cultural diversity

## **Other**

- Any other duties as requested by the Director
- Represent Whitechapel Gallery at public events, meetings and networking on behalf of the organisation

## **Person Specification**

### **Essential**

- A good knowledge of contemporary and modern art
- An engagement with art history and theory and with current debates in art
- A broad knowledge of current education policy and practice
- Excellent communication skills - the ability to talk persuasively on art, ideas and educational objectives. A talent for writing, naming and describing projects and initiatives
- A record of managing successful live events
- Excellent management skills, both people and project management
- First rate, proven, administration skills and experience of developing efficient and effective administrative systems
- The ability to work as part of a team, motivating and supporting colleagues
- Experience of budget management, business planning and of achieving financial targets
- Experience of managing diverse strands of activity, with separate funders and reporting requirements
- Commercial awareness
- Experience of raising funds, either individually or collaboratively, for education projects
- Empathy for the Whitechapel Gallery's philosophy and its diverse audiences, and the ability to work with a wide range of people
- Imagination and flair in contributing to the Gallery's programme
- Good IT skills including Word, Excel and databases

### **Desirable**

- Experience of working in an education role in a comparable cultural organisation
- Experience as a published writer in the fields of either modern/contemporary art or arts education in journals or books.
- A good understanding of the following art forms: music, poetry and film
- Language skills

## **Conditions of Work**

- Permanent Contract: Full Time
- Hours of work: 9.30am – 5.45pm, Monday to Friday, plus some occasional weekend and evening work, which will be compensated by time off in lieu.
- Salary Scale: £40,000- £50,000 per annum dependent on experience
- The period of notice is 3 months in writing on either side
- Probation period: 6 months

## **In addition, the benefits you are eligible to receive are, subject to availability:**

- 25 days annual holiday (pro rata for part-time staff)
- Option of 5% of your gross salary provided as employers' pension contribution (6 months after start date or when probation has been successfully completed, whichever is later)
- £200 annual travel grant (pro rata for part time staff)
- Discount at the Gallery bookshop
- Discount at the Townsend Restaurant
- Discounts on editions (one per edition) and publications
- Free entry to peer organisations
- Training opportunities