

SLG

APPLICATION PACK FOR
Communities & Learning Programme Manager
Closing date: Friday 6 December, 12pm



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This application pack for the Communities & Learning Programme Manager position at the South London Gallery includes:

- Information about the South London Gallery
- A Job Description
- A Person Specification

How To Apply

Please visit <https://www.southlondongallery.org/jobs/> to download an Applicant Details Form and Application Form.

When you have completed both forms, please email them to:
recruitment@southlondongallery.org

Please also complete the online equal opportunities monitoring form here:

<https://www.surveymonkey.com/r/ZLBTK7Z>

The equal opportunities form is anonymous and separate to your application.

Please do not attach a CV, references or educational certificates to your application form. Applications in the form of CVs will not be considered.

The closing date for receipt of completed applications is **Friday 6 December, 12pm**. We regret that applications received after that time cannot be considered.

Interviews are scheduled for Wednesday 18 December.

Equality, Diversity & Inclusion at the SLG

We particularly encourage and welcome applications from people from backgrounds which are underrepresented in museums and galleries, including people from low-income backgrounds, people from Black, Asian and ethnically diverse backgrounds and disabled people. We are a registered Disability Confident employer and guarantee to interview all disabled applicants who meet the criteria listed in the person specification and demonstrate relevant experience, and to appoint based on objective criteria.

The SLG fosters varied perspectives and experiences, encouraging open conversations and active listening practices. We believe everybody is entitled to feel welcome and safe at the SLG, confident to express their authentic selves. We are committed to achieving diversity across our staff, board, programmes and audiences, to reflect society. Our imperative is to create a working environment that enables us to challenge structures and practices, to ensure that diversity is at the forefront of our organisation. We want to be fully inclusive and to proactively counter discrimination. All staff and board members have training and support to ensure we can achieve this.

After interviews, if it is necessary to select between candidates of equal merit, where known, we may select a candidate from a group that is underrepresented within our workforce.

If you have any queries regarding the process or the role please contact Craig Jones, HR Manager on 020 7703 6120 or at recruitment@southlondongallery.org

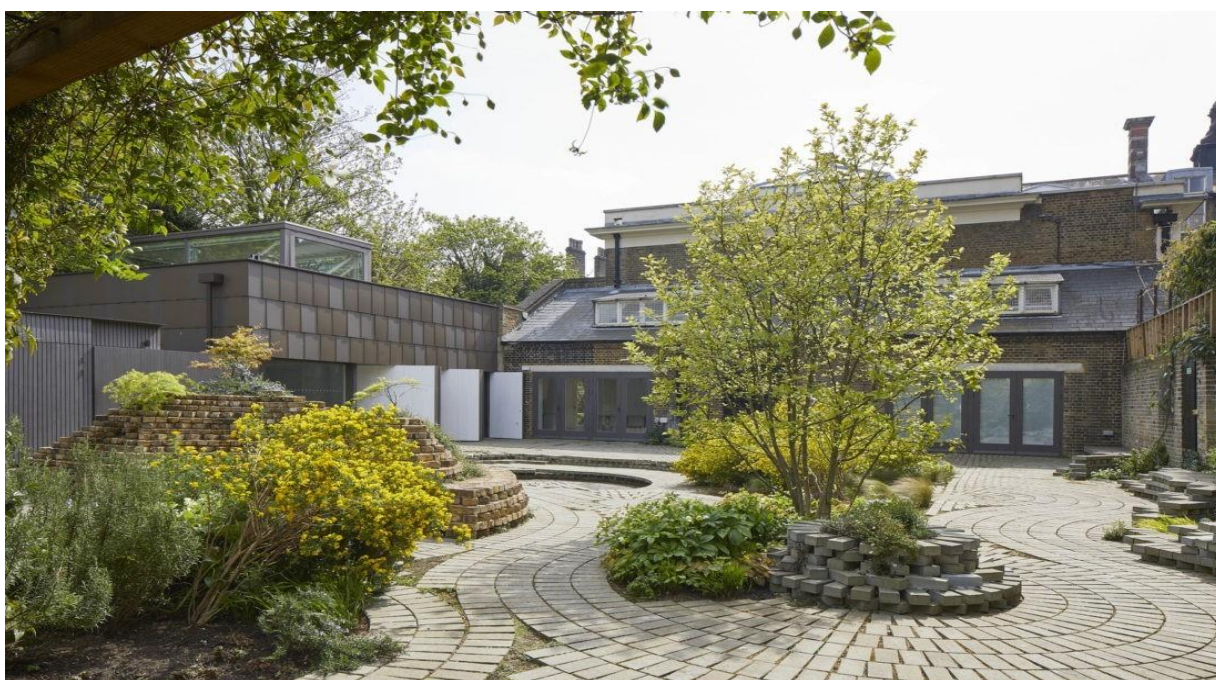
Thank you for your interest in the South London Gallery, we look forward to receiving your application.

About the South London Gallery

The South London Gallery (SLG) is a locally, nationally and internationally recognised centre for contemporary art with an acclaimed and award-winning communities and learning programme. Founded in 1891 as a purpose-built gallery, the original site has expanded to include the Clore Studio and a café (since 2010); an artist-designed garden (opened in 2016); the Fire Station (opened in 2018); and Art Block, a space for local children and families on Sceaux Gardens estate.

The gallery has a rigorous international programme, but still feels very local. It is very much about the area and the people that live around it.

Ryan Gander, Artist



The year-round exhibitions programme showcases the best in international contemporary art, complemented by an events programme for people of all ages and interests. The gallery's emphasis is on presenting new work by British and international artists, often by those who have rarely or never had a solo show in a London institution. Group shows bring together works by established and lesser-known British and international artists, whilst an ongoing residency programme provides opportunities for artists to develop new work and exhibit at the SLG.

Why work at the South London Gallery

Competitive salary with a yearly review

26 days annual leave plus bank holidays (pro rata)

Discounts at the SLG's bookshop and cafe

Access to discounts at a range of high street retailers and supermarkets

Access to free and discounted events – including theatre, concerts, comedy and sporting events

Cycle to work scheme

6% pension contribution

Wellbeing support – Employee Assistance Programme and trained Mental Health First Aiders



Job Description

Job title: Communities & Learning Programme Manager (Art Assassins)

Salary: £35,766 (0.2 FTE - £7153.20 per annum)

Hours: 7 hours per week on Tuesdays (including evening work until 7.30pm)

Contract type: Fixed term – 12 month contract

Start date: Tuesday 4 February, subject to satisfactory references and a DBS check

Reports to: Head of Communities & Learning

Place of Work: South London Gallery, 65-67 Peckham Road, London, SE5 8UH

About the Communities & Learning Programme

The SLG's extensive Communities & Learning programme engages people of all ages and interests with contemporary art, challenging assumptions about who art is for and reflecting on the role of culture in everyday life.

The programme has grown through long-term relationships with residents living locally. It uniquely connects artists with community members who have been active supporters of the SLG for years, fostering opportunities for innovation, risk-taking, and collaborative programming.

Activities in the programme range from children's free play and enhancing social confidence to making, discussing, and reflecting on art. These activities provide fresh perspectives on everyday experiences and explore the role of art in social change.

This approach allows the programme to respond to the needs and interests of local partners, including community groups, schools, public service providers, and charities. By working on long-term projects, the programme often achieves the most significant impact on people's lives.

The programme is led by four Communities & Learning Programme Managers, each overseeing specific programmes and projects, under the direction of the Head of Communities & Learning. The team also includes one Communities & Learning Programme Coordinator, and a pool of casual and permanent Communities & Learning Programme Assistants.

Purpose of the role:

The role involves managing and, in partnership with the Head of Communities & Learning, developing the Art Assassins programme for young people aged 16-21.

The Art Assassins is a peer-led youth collective based at South London Gallery, running for

over 10 years. Each year, the group collaborates with artists, designers, and other professionals on diverse projects, deciding together on the direction of their activities. Past projects have included curating exhibitions and events, forming a political party, developing a screening programme for an online film festival, camping in a forest, and exploring inclusion in gallery spaces, resulting in a podcast and listening launch party.

The current Art Assassins group has 30 members, with about 10-15 attending monthly sessions. Members come from a variety of backgrounds and ages, creating a unique environment for young people to connect and collaborate. The group's current project explores artist studios, focusing on how space impacts creativity and addressing challenges for emerging artists. They are working toward an event planned for July 2025.

Find out more about [Art Assassins](#) and see recent projects: [Galleries, Get It Together!; Who's On It: A Celebration of Youth Culture](#) and [Entanglements: Who Makes History?](#)

The appointment is subject to a satisfactory DBS check

Key Tasks and Responsibilities

Programme Delivery

- Manage the Art Assassins programme for young people aged 16-21, currently monthly on the first Tuesday of the month, 5-7:30pm, but with ambition to increase to twice per month;
- oversee the current project on artist studios, leading to an event in July 2025, including collaborating with the lead artist, planning workshops, sourcing materials, and managing the Communities & Learning Programme Assistant;
- actively recruit participants through local schools and organisations;
- leading on a 1-day youth summer school and autumn Art Assassins taster session;
- maintain contact with Art Assassins members, keeping participants engaged between sessions and sharing relevant opportunities;
- develop future Art Assassins projects and additional programmes for ages 16-21 as space and capacity allow;

Programme Development

- Consult and collaborate with young people to ensure the programme reflects their experiences and is inclusive and responsive;
- sustain the SLG's approach to working with artists representative of the SLG's broad and diverse audiences;
- be inclusive and anti-racist, and ensure that programmes and events operate in accordance with the SLG's policies on: Equality Diversity and Inclusion, Access, Safeguarding, Employment, Health and Safety, Environmental Sustainability and other SLG practices, policies and procedures;
- develop effective publicity and engagement material for Art Assassins, including developing the Art Assassins Instagram profile, working closely with the communications teamwork and within the SLG's brand guidelines; ensuring Art Assassins pages are up to date on the website
- develop monitoring, and evaluation processes for the programme;
- work with the Head of Communities & Learning and the Development team to support funding applications, and produce reports for current funders;
- promote SLG's Communities & Learning Programmes to local networks and the wider sector, inviting relevant stakeholders to events and sharing project information;

Safeguarding

- Ensure the SLG's Safeguarding Policy, is followed in programme planning and delivery;
- be a trained Deputy Designated Safeguarding Lead

Administration

- Take responsibility for own administration, devise and implement appropriate processes and procedures to meet objectives;
- manage programme budgets in line with the SLG's finance policies and procedures;
- oversee health and safety for Art Assassins activities on and off site, including writing risk assessments;
- document the programme, including photography and video, in collaboration with the communications team, and archive project materials per SLG's archiving policy;

General responsibilities

- Follow developments in the fields of socially engaged arts practice and youth work sectors, keeping informed of research and learning;
- be an advocate and effective representative of the SLG at private views, previews, other evening and weekend events as appropriate and at external professional events;
- contribute to other Communities & Learning Programmes, as required, and collaborative programming such as SLG Windrush Day;
- attend staff meetings, report on work areas, and share information as needed;
- work occasional evenings and weekends, with TOIL (time off in lieu) provided;
- act as a keyholder as required;
- undertake other duties as reasonably required.

Person Specification

The Person Specification below is a guide for the kind of skills and experience we would like you to have – we are looking for a candidate that meets the majority of the criteria, but you don't have to meet all the criteria to be considered.

| Knowledge and Experience |
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| Strong experience of managing projects and programmes for young people |
| Experience of working with artists and supporting them to delivery projects for young people |
| Strong experience of effective planning and project management, budgeting, evaluation and reporting |
| Experience of managing staff and freelancers |
| Experience of managing projects that widen access to arts and culture, working with people with diverse backgrounds and needs |
| Knowledge of access and inclusion issues relevant to education and the cultural sector |
| Knowledge of best practice safeguarding procedures and experience of managing and reporting safeguarding incidents |

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| Knowledge of socially engaged contemporary arts practice |
| Knowledge of schools and youth provision in the local area and an understanding of the issues facing those that live, work and study in the area |
| Skills and Attributes |
| A critical and responsive approach to developing projects, with a good understanding of the importance of evaluation and reflection |
| A demonstrable commitment to prioritising diversity and inclusion across all aspects of work |
| Excellent interpersonal skills with the ability to deal professionally with a variety of people at all levels |
| Ability to communicate ideas and information clearly to a range of stakeholders and people on all levels, in writing and verbally. |
| A proven ability to sustain working relationships with a wide range of people, especially young people. |
| Excellent financial management and recording keeping skills with good attention to detail |
| Excellent administrative, IT and organisation skills |
| An ability to prioritise workloads, balance administrative and practical tasks effectively and the ability to meet deadlines under pressure |
| Ability to supervise others and work as part of a team but also alone and unsupervised |
| Ability to maintain and respect confidentiality of sensitive information |
| Ability to be flexible in approach to the post and be willing to work outside office hours with time off in lieu (TOIL) |

Image credits:

1. Alvaro Barrington, exhibition installation view, 2021. Photo: Andy Stagg
2. The Fire Station, South London Gallery, 2018, Photo: Dan Weill
3. YARA + DAVINA, Goals, 2013, Photo: Lucien Ebongue
4. The Show Is Over, exhibition installation view, 2022. Photo: Andy Stagg
5. Art Block, 2024. Photo: South London Gallery
6. Acts of Resistance, 2024. Photo: Paul Crook
7. South London Gallery garden by Gabriel Orozco, 2016 (c) Gabriel Orozco. Photo: Andy Stagg