**GOODWOOD ART FOUNDATION: Head of Learning**

**The role**

The Head of Learning will be part of the **Goodwood Art Foundation team** and will report to the **Art Foundation Director**. They will have responsibility for oversight, management and delivery of the Foundation’s learning programme; managing the learning team; managing the onsite Learning Hub; maintaining a network of relevant arts education contacts; and for the success and impact of the programme.

**About us**

The Goodwood Art Foundation is a brand-new, not-for-profit Community Interest Company located on the Goodwood Estate. Spearheaded by The Duke of Richmond, this world class contemporary art foundation has been formed to promote three pillars of Art, Environment, and Education.

Our purpose is to benefit adults, young people, and children through providing access to important works of contemporary art set within a stunning natural environment that has been carefully designed to promote nature and encourage biodiversity. A comprehensive education programme is linked to both the artistic and environmental elements of the programme and will target those schools and pupils most in need of support.

Working with leading figures in the curation of contemporary art, award winning landscape design and arts education, we have created something truly unique with a local, national and global focus.

**Passionate people**

We look for talented, self-motivated and enthusiastic individuals who will share our passion for Goodwood to be ‘the home of exceptional experiences.’ You will be leading a small team of arts educators with a passion for unlocking the creative potential of children and young people through high-quality arts activities and experiences within our beautiful natural setting.

**Our Learning Programme values**

We have a focus on People, Place and artistic Practice in the development and delivery of our new learning programme, and are guided by four distinct values:

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| **Community** | **Connection** | **Commitment** | **Quality** |
| Work rooted in our local context and community, extending to the wider community of learners, educators and artists, with an emphasis on social impact and targeting disadvantage. | Brokering relationships and connections between artists, educators, education and community providers, and cultural organisations, in order to support learners. | Seeking out sustained relationships which can drive long-term benefits for schools, children and children and young people. | Ensuring that quality and excellence are the hallmarks of our learning programme, developed through extensive consultation and careful planning. |

**Purpose of the role**

Goodwood Art Foundation will offer art education visits and experiences for school groups of all ages. The new post of Head of Learning is responsible for planning, budgeting, and the delivery of workshops, activities and events, and ensuring that booking systems, processes and policies are efficient and up to date. Key functions are managing the small delivery team, including a co-ordinator and workshop leaders; overseeing the day-to-day running of the Learning programme and its base (the Learning Hub) for the Foundation’s visiting schools and other groups; and maximising links across the wider Estate, and with a wider network of cultural education partners. The Head of Learning will take the lead on effective marketing to schools; on impact reporting; and will support the Goodwood Art Director with education funding bids as required.

**Key responsibilities**

* Recruiting and managing a small team, including freelance artist educators
* Budgeting: costing out staffing, programme, communications, operations, facilities and events
* Developing a three to five-year Business Plan for the Learning team and programme
* Develop an onsite programme – and an outreach programme for the winter months
* Maintain and develop a Learning Programme web presence, with core information and supporting materials/resources
* Formulate and deliver a clear marketing strategy for promotion to schools
* Implement efficient systems and processes to ensure maximum efficiency
* Ensure the health, safety and security of children, young people, visiting groups and staff
* Take the lead on impact reporting
* Promote the work of Goodwood Art Foundation and its Learning programme, both internally and externally
* Oversee the Foundation’s Learning Programme presence at public events, and attend Goodwood Art Foundation and wider Estate meetings as required
* Any other duties as may reasonably be expected in order to successfully perform the role.

**Qualities you will possess**

Passion for arts education

Positive and friendly with a “can do” attitude

Meticulous attention to detail

Ability to prioritise and organise

Practical, proactive and efficient

Able to take responsibility and make decisions

Good negotiation and influencing skills

Excellent communicator

Shared commitment to our values

A sense of fun

**What do you need to be successful?**

* Knowledge of the visual arts education field and experience in developing and delivering education programmes in an arts setting
* A passion for arts education, with an interest in the environment
* Relevant degree or equivalent experience
* Experience of the functions required of a senior role in a not for profit organisation
* Experience of managing a small team
* Experience of budgeting and cost management
* Excellent communication and networking skills
* Ability to work without close supervision
* Some experience of supporting funding bids
* Knowledge of working with CRM systems
* Willing to have advanced background checks carried out

**What else is required?**

We are looking for someone who could work 25 to 30 hours per week, with some flexibility over hours or days worked. Applicants will need to indicate their availability, ideal working pattern and any existing commitments.