

Who we are

London Transport Museum (LTM), located in the heart of Covent Garden, tells the story of the Capital city's transport heritage. It is a thriving hub, celebrating London's fascinating past and engaging people in debate about its future.

The Museum's Learning team engages a huge variety of different audiences in innovative and creative educational activities. Schools, families, young people and community groups are encouraged to explore and learn from our vast collection through active participation.

The Learning team aims to:

- Use the collection and activities of LTM as the starting point for all we do.
- Provide inspiring, engaging and fun learning programmes and projects which benefit our participants, our audiences and our Museum.
- Diversify and expand our participants and audiences so they are reflective of all the people of London.
- Listen to, talk with and learn from our audiences and participants, so we always advocate based on real understanding.

LTM has been working with young people for the past seven years and prides itself on being an organisation that listens to young people, involving them in decision making and the running of Museum activity. Through real inspiring experiences we aim to support young people to cultivate skills and attitudes for the workplace helping them to lead happy and fulfilling lives. The Museum wants to appoint 4 Young Freelancers to learn whilst supporting the continuing development and delivery of our learning programmes.

Young Freelancer, what's that?

A Young Freelancer is a developmental role for any young person aged 18–25 who is passionate about creative learning and museums. A Young Freelancer works on an ad-hoc project by project basis supporting workshops and activities for different Museum audiences. They receive support and training whilst learning on the job.

The Young Freelancer role is designed to offer a flexible and alternative route for young people into a career in the cultural sector. It reflects the growing number of freelance opportunities in the sector and trains young people to build the confidence, skills and understanding required to independently embark on a freelance, self-employed career.



What you will be doing

- Support the Learning team in the running of an on-going programme of events and activities for children, families, young people and adults.
- Enable positive engagement of participants in museum projects. You will deliver creative workshops for audiences, supporting them to enjoy and be inspired by the museum collection.
- Participate in a variety of training and reflective activities, taking responsibility for professional development and learning.
- Inform and support the development of new learning activities and events inspired by LTM's collection.
- Work closely with the Curatorial, Marketing, Public Programmes and Visitor Services teams to engage a wide range of audiences and create high quality public facing outcomes.
- Participate in a variety of monitoring and evaluation activities to measure the impact of LTM programmes and present and report the findings to key stakeholders.

What's in it for you?

- Valuable transferable skills and experience working in an inspiring and innovative heritage organisation.
- A real development opportunity paid at £11.00 per hour
- Museum induction and extensive training programme including opportunities for mentoring training, project management training and much more.
- A mentor from across the museum sector to help support your professional development.
- A unique gateway opportunity into the wide ranging cultural sector.

What we are looking for?

- Enthusiastic people aged 18–25 wishing to learn and gain new skills
- Positive attitude
- Excellent communication skills
- Ability to work within a team
- Enthusiasm for museums and supporting others to be their best
- Ability to organise own time effectively
- Experience of supporting learning programmes and/or taking part in a gallery or museum setting is desirable

This role may involve working on outreach projects with Transport for London staff and community groups including children and vulnerable adults. Appointment to this post is therefore subject to receipt of an enhanced Disclosure and Barring Service (DBS) check.



Recruitment

The recruitment is a 2 stage process. If your application is successful, you will be invited to Stage I: Recruitment day, at the museum.

Stage I: Recruitment day (group interview)

Tuesday 27 June 2017 from 12:30–16:30.

Recruitment day at London Transport Museum, Covent Garden, London WC2E 7BB

The day will include:

- A series of group tasks and activities working with other candidates
- An opportunity to become more familiar with the Museum
- A chance to ask all your questions about the role

At the end of the day a panel of museum staff will select appropriate candidates for the next stage. Refreshments will be provided.

Stage 2: Individual interview

Thursday 6 or Friday 7 July 2017

Selected candidates will be invited to the final stage on either of the above dates.

The second recruitment stage will include:

- An individual research and planning task (to be done ahead of time)
- An opportunity to present your ideas to members of the Learning team
- To answer some questions about why you want this role
- An opportunity to talk to Museum staff about the role you will be undertaking

The Museum will then offer the positions to four candidates.

You will need to be ready to start your contract and induction on Monday 31 July 2017. 31 July – 4 August is a paid Induction week and you must be able to attend all sessions.

For more information please contact youngpeople@ltmuseum.co.uk.

Key information

Length of post: 31 July 2017–27 July 2018

Payment: Self-employed at £11 per hour

Training and support will be given on setting up as self-employed.

How to apply

Please send a CV and a short introduction (no more than 1 page) of yourself and your interest in becoming a Young Freelancer to youngpeople@ltmuseum.co.uk.

Application deadline: 10:00 Monday 19 June 2017