

**Job Vacancy
Youth & Community Engagement Officer**

**Contract type:** Fixed term for 12 months, with the possibility of extension.

**Hours:** 37.5 per week. Occasional weekend and evening work will be required.

**Salary:** £24,500.

**Recruitment process:** To be considered for this role, please submit your CV and a covering letter outlining your reasons for applying to Emma Gilliland at curator@devilsporridge.org.uk

**Deadline:** Tuesday 26th July 2022.

**Interview date:** TBC

**Outline of Role**

The Devil’s Porridge Museum is seeking a motivated individual to take the lead on the delivery of our goal to ‘put young people at the heart of the museum’.  The Museum prides itself on its commitment to its community and we are looking for someone who can make our organisation a community hub with quality activities on offer for all age groups.  A focus on youth work is essential as we are looking to continue our work with young people as volunteers, on projects and in clubs and activity sessions.  Enthusiasm, determination, and energy are needed to make the most of this exciting role.  Experience of working with young people is essential either in extracurricular provision, organised activities or within an educational or museum establishment.

You’ll work closely with schools to deliver sessions at the Museum and work on projects and initiatives involving local and military history.  An ability to develop learning resources inspired by our collections and themes is essential.  You’ll oversee our school holiday activities programme and work with external providers and Youth Workers to achieve our goals.  You will have the opportunity to mentor young people through qualifications such as SVQs and the Duke of Edinburgh Award.  Active in recruiting volunteers, you’ll have the skills and creativity to develop original project ideas to work with them on and the drive and motivation to see them through to completion.  We’re always looking for new ways to engage with different audiences and build, grow and diversify relationships with local community groups and partners.  You will have the chance to see ideas through from concept to completion.

 **About The Devil’s Porridge Museum**

The Devil’s Porridge Museum tells the story of HM Factory Gretna, the greatest munitions factory on earth in World War One, where the devil’s porridge (or cordite, an explosive) was mixed. There were 30,000 workers: 12,000 of them were women. Their contribution to the war effort helped women to achieve the vote. Established nearly 25 years ago, it is a volunteer-led organisation with a small team of dedicated staff. Our organisation has young people at its heart and does all it can to serve its local community. In 2018, the Museum achieved Accreditation and houses over 4000 objects relating to World War One and the Solway Military Coast. We are one of Dumfries and Galloway’s top tourist attractions and were shortlisted for Kids in Museum’s 2019 ‘Most Family Friendly Museum in the UK’ award.

 **Person Specification**

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| **Essential** | **Desirable** |
| Ability to generate resources and deliver formal sessions for schools in line with curriculums. | Experience of working in a heritage organisation in a similar role. |
| Excellent understanding of good practice in community engagement and involvement, as well as broader participation and partnership working. | Teaching or Youth Work Qualification. |
| Experience of and enthusiasm for working with young people and members of our local community. | Experience of supervising volunteers. |
| Ability to use data and insight to decide when and how to engage different audiences. | Interest in the history of HM Factory Gretna and the local area. |
| Excellent communication and team-working skills. |  |
| Self-direction: ability to take the lead on projects and see them through to completion, managing timescales, working with volunteers and external agencies, and monitoring budgets. |  |
| Experience in working to multiple deadlines and managing own workload. |  |
| Outstanding organisation and planning skills, and a good eye for detail. |  |
| Strong IT skills - Microsoft Office, as well as web and social media applications. |  |
| Membership of PVG disclosure scheme or willingness to join. |  |
| Travel will be required to rural areas to attend schools and outreach sessions therefore access to your own vehicle and a clean driving license is essential.  |  |