

# HASTINGS CONTEMPORARY

Hastings Contemporary launched in July 2019 when we moved away from being Jerwood Gallery. Hastings Contemporary is a new, independent modern and contemporary art gallery for Hastings, and reflects the town's independent spirit, drawing on the rich artistic heritage of Hastings and the South East and engages with the town's growing creative community. Hastings Contemporary's expanded programme explores all forms of modern and contemporary art, and continues to champion the medium of painting, for which it has built a strong reputation.

The building designed by HAT Projects, is a sensitive response to its context of the fishing beach, listed net huts and medieval Old Town. The gallery has received a number of architectural awards including a RIBA National Award, Civic Trust Award, Sussex Heritage Trust Award and reached the mid list for the Stirling Prize.

The gallery features:

- The main gallery, a large contemporary space for our exhibitions programme
- Seven smaller galleries which display a continuation of our contemporary exhibitions
- External courtyard
- The Drift, our first-floor café with stunning views of the sea
- Shop
- Studio Space

It is Hastings Contemporary's ambition is to become a cultural hub in Hastings through our work in schools and the wider community. We encourage learning, access and enthusiasm for the visual arts with people of all ages and backgrounds.

## **Family Day Assistant Role Description**

Hastings Contemporary is seeking enthusiastic and committed volunteers to join our vibrant team as Learning Assistants, supporting us in our work as a cultural hub in Hastings, and playing a key role in the network of coastal galleries across the South East. We believe that volunteering benefits both the gallery and volunteers by sharing time and skills in exchange for experience and the opportunity to be a part of Hastings Contemporary's team.

This summer we are looking for volunteers to join our team as hosts to families and young people, welcoming them into the gallery and supporting them to get the most out of their visit. Working with our team and artist facilitators, we would love for you to get involved with the different activities within the gallery, encouraging families to have a go at drawing, reading, listening, dancing, dressing up and more.

You will ensure a fun and friendly environment but at the same time keeping the gallery and its exhibitions safe as well as providing information about the gallery, its exhibitions and facilities.

This is a great opportunity to learn new skills in a cultural environment. You will work with the Front of House and Engagement teams to provide a positive and engaging experience of Hastings Contemporary to all our visitors.

Please note that for insurance purposes all applicants must be aged 16 or over.

<b>Role Title:</b>	Family Day Assistant
<b>Responsible to:</b>	Volunteer Coordinator/ Head of Partnerships and Engagement
<b>Liaison with:</b>	All staff Learning / workshops / activity participants
<b>Purpose of Role:</b>	To support the artist or Head of Partnerships and Engagement in facilitating learning activities with young people and families. To provide a positive and engaging experience for learning participants
<b>Main Duties and Responsibilities:</b>	Support the artist facilitator in practical tasks such as setting up and clearing down the studio and gallery spaces for activities. Engage the participants with our exhibitions. Be knowledgeable about the exhibitions, gallery events, and learning programme To ensure the security of artwork and galleries during workshops Other duties commensurate with the general responsibilities of the role
<b>Role specification:</b>	Good communication skills, ability to positively interact with young people and staff, punctual, reliable, professional and security conscious.

**About You:**

Please note that we take security data seriously at Hastings Contemporary. We do not sell, rent, or trade the data we have. We will only use your data in the way in which it was entrusted to us. We hold all data in compliance with GDPR and only work with partners who are also GDPR compliant. If you wish to know about how we hold data on volunteers, please contact the Visitor Services Manager on application to becoming a volunteer. Alternatively, you can find out about our privacy policy by visiting our website; [www.hastingscontemporary.org/privacy-policy](http://www.hastingscontemporary.org/privacy-policy).

<b>Name:</b>	
<b>Address:</b>	
<b>Telephone Number:</b>	
<b>Email Address:</b>	

**Please outline why you wish to volunteer at Hastings Contemporary and what skills and experiences you have to offer to the role of Family Day Assistant?**

Hastings Contemporary operates variable opening times to meet visitor demands, including evenings, weekends and Bank Holidays. We understand that you may have various commitments, so we ask that you complete the following availability form so that we know what hours you are able to do. We cannot guarantee that we are able to give the requested hours however we will endeavour to do our best to ensure that you are satisfied with your hours.

**Your Availability:**

Opening Hours:	Morning	x	Afternoon	x
Wednesday 27 <sup>th</sup> July 2022	10.45 - 2.15		1.45 - 5.15	
Wednesday 3 <sup>rd</sup> August 2022	10.45 - 2.15		1.45 - 5.15	
Wednesday 10 <sup>th</sup> August 2022	10.45 - 2.15		1.45 - 5.15	
Wednesday 17 <sup>th</sup> August 2022	10.45 - 2.15		1.45 - 5.15	
Wednesday 24 <sup>th</sup> August 2022	10.45 - 2.15		1.45 - 5.15	
Wednesday 31 <sup>st</sup> August 2022	10.45 - 2.15		1.45 - 5.15	

How many shifts can you commit to?	
Are there any shifts you are not available?	

Please provide one referee. They should be either a former employer, or your teacher/lecturer/tutor.

Referee name:	
Address:	
Email Address:	
Contact Number:	
Relationship to you:	

Please send a copy of this application and your CV by email to Molly Barrett, Volunteer Coordinator, at [molly@hastingscontemporary.org](mailto:molly@hastingscontemporary.org) or by post to Hastings Contemporary, Rock-a-Nore Road, Hastings, East Sussex, TN34 3DW.

If your application is successful you will be invited to a two-way discussion to find put more about the role and decide whether this is the right opportunity for you. This is also an opportunity for us to gauge your suitability for the role.