

Hastings Contemporary is an 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
* Our first-floor café with stunning views of the sea
* Shop
* Learning 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. 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.Volunteers play a vital part in the gallery’s operations, ensuring that we deliver the highest standard of visitor engagement and experience, whilst involving the local community in our work.

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.

**Learning Assistant Role Description**

This autumn/winter, we are looking for volunteers to join our team as **Learning Assistants** to help deliver both our flagship *Pearls of the Sea* local schools outreach programme and core school group visits.

The *Pearls of the Sea* project involves 8 local schools sending up to 60 students each to participate in a series of in-gallery and in-school workshops that will culminate in a celebratory exhibition in the gallery in between April and June 2024.

For many of the *Pearls of The Sea* project participants, their visit to Hastings Contemporary is their first experience of an art gallery or museum. We are looking for Learning Assistants who are confident and passionate about encouraging children to feel comfortable in a gallery space, have a go at interpreting modern and contemporary art and explore their own creativity.

Working with the Learning Coordinator and artist facilitators, we would love for you to get involved with delivering a variety of gallery-based art activities, assisting with practical workshops and invigilating exhibitions. 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, it’s exhibitions and facilities.

School visits are usually scheduled for Mondays or Tuesdays whilst the gallery is closed to the public but may occasionally take place at other times.

This is a great opportunity to learn new skills in a cultural environment.

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

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| **Role Title:** | Learning Assistant  |
| **Responsible to:** | Learning Coordinator/ Head of Partnerships and Engagement |
| **Liaison with:** | Learning Coordinator. Artist Facilitators.All staffLearning / workshops / activity participants |
| **Purpose of Role:** | To support the artist or Learning Coordinator in facilitating learning activities with school visits, either in our gallery spaces or our learning studio. To provide a positive and engaging experience for learning participants  |
| **Main Duties and Responsibilities:** | Support the artist facilitator in practical tasks such as setting up and clearing down the studio and gallery spaces for activities.Assist the Learning Coordinator to engage primary-aged students with our exhibitions through tours and activities. Be knowledgeable about the exhibitions, gallery events, and learning programmeEnsure the security of artwork and galleries during workshops and tours. Other duties commensurate with the general responsibilities of the role |
| **Role specification:** | 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).

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| **Name:**  |  |
| **Address:**  |  |
| **Telephone Number:**  |  |
| **Email Address:**  |  |

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

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| --- | --- | --- |
| **Please tick availability.**  | **Morning9.30-12** | **Afternoon****12.30-3** |
| **Monday**  |  |  |
| **Tuesday** |  |  |
| **Wednesday**  |  |  |
| **Thursday**  |  |  |
| **Friday**  |  |  |
| **Saturday**  |  |  |
| **Sunday**  |  |  |

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| **How many shifts to can you commit to?** | **Per week** |  | **Per Month** |  |
| **Would you prefer to have a regular shift?** | **Yes** |  | **No** |  |

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

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

**Please send a copy of this application and your CV by email to Louisa O’Shaughnessy (Learning Coordinator) at** **louisa@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.