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## WMMD Newsletter June 2017

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## West Midlands Museum Development Update



## Volunteer Awards Nominations now open

We are delighted to announce that nominations for the second West Midlands Volunteer Awards are now open.

The Awards are part of Ironbridge Gorge Museum Trust's Major Partner Museum and West Midlands Museum Development (WMMD) programme funded through Arts Council England (ACE).

The West Midlands Volunteer Awards were established to recognise and reward the invaluable work and significant contribution made by volunteers to the museum sector.

Volunteers are the life blood of many museums, generously giving their time, amounting to hundreds of hours. They bring energy, enthusiasm and expertise to all areas of museum life and so we hope that through the Volunteer Awards you will join us to hear their story and to acknowledge and celebrate their achievements.

This is your opportunity to nominate a volunteer or group of volunteers to share their story; it is a chance to give back to those who give so generously, caring for the region's cultural heritage.

The Awards are open to any individual or team who volunteers within an Accredited museum (or officially Working Towards) located in Birmingham, the Black Country, Herefordshire, Shropshire, Staffordshire, Warwickshire or Worcestershire.

### Key dates:

Nominations close **5pm, Monday 31 July**

Shortlist announced **Friday 11 August**

Awards Ceremony **Tuesday 19 September**

## Expert Eyes: Reducing the Risk

Do you have an area of your collection which is not displayed or used because there is a lack of curatorial knowledge or expertise within your organisation?

The WMMD Expert Eyes programme may be able to help. Please complete the Application Form and return by **5pm Friday 23 June**.

If you have any questions please email [Helen Johnson](mailto:helen.johnson@wmmd.org.uk).

## Diversity Champions

West Midlands Museum Development is working with Equality and Diversity UK Ltd to launch a second round of the Diversity Champions' Scheme.

We are looking for up to 10 people with the skills and enthusiasm to explore, develop and champion the business, moral and ethical benefits of embedding inclusive practices across all aspects of museum life.

Please submit applications by **5pm, Friday 30 June**.

If you have any questions please email [Michelle Davies](#).

## 'We're All Stories in the End' Update

The six partnerships involved in this collaborative Grants for the Arts project, supported through funding from ACE have continued to be immensely busy since our last newsletter and it has been overwhelming to see the amount of work going on.

Click [here](#) to read what has been happening and to find out about future performances.

## Good Housekeeping: In House Collections Care Training

WMMD is working with Jane Thompson-Webb, Conservation Team Leader at Birmingham Museum Trust to deliver three collections care training sessions in museums across the West Midlands region.

This is a great opportunity to host training in your museum for your staff and volunteers whether they work directly with collections, as trustees, as part of the front of house or learning team or in administration. The training can be used as a refresher, as an opportunity to learn new skills or as a more in-depth session on a particular subject area.

Expression of Interest forms to be submitted by **17 July**.

If you have any questions please email [Helen Johnson](#).

## Collections Care Skills Sharing Programme

Do you have a collections management skill that you could share with colleagues from other museums? Are you looking for an opportunity to develop a skill in a particular area of collections care? Maybe the new WMMD Collections Skills Dating Service can help.

WMMD are offering a 'dating service' to bring museums together to support skills development and in the process provide an extra pair of hands (or two) to help on the ground with discreet collections care projects or tasks.

If you have any questions please email [Helen Johnson](mailto:Helen.Johnson@wmmd.org.uk).

See the **Opportunities section** for the first host organisation offering a skills opportunity.

## WMMD Events

Full details of our events are in the **WMMD events section**.

## Volunteer Portal

The regional Volunteer Portal is **live**. The portal offers Accredited museums and those officially Working Towards Accreditation the opportunity to advertise for volunteers.

Please click below if you would like to register your museum. You don't need to have any current opportunities to register.

## Resources

[www.mdwm.org.uk/resources](http://www.mdwm.org.uk/resources) has a wide range of resources drawn from our programme and workshops which can be accessed by Accredited museums and those officially Working Towards. If you would like to access these resources please email [wmmd@ironbridge.org.uk](mailto:wmmd@ironbridge.org.uk) for a password.

## West Midlands Museum Development Events



All West Midlands Museum Development events are free

### 29 June - Raising Awareness of Autism

10am - 1pm, Winterbourne House and Garden, Birmingham B15 2RT

This half day training session is designed to raise awareness of Autism Spectrum Condition (ASC) for museum delegates to better understand how they might create an inclusive museum for visitors and colleagues.

The Autism Education Trust will deliver Tier 1 Raising Awareness of Autism, highlighting the importance of understanding the strengths of individuals, and identifying key sensory and communication differences they may face.

Representatives from Birmingham museums will share the approaches they have taken to improve engagement, and increase provision and accessibility for individuals with autism.

This is a free event, refreshments included.

## 6 July - Engaging Diverse Audiences

10am - 4pm, Potteries Museum and Art Gallery, Stoke on Trent ST1 3DW

Do your visitors reflect your local and regional communities? Are there certain groups that are under-represented in your museum? How can you make your collections and programmes relevant and appealing to a wider range of audiences?

Ann Johnson, Director of Wave-length CIC will lead a workshop exploring how you can broaden your reach to create inclusive museums that attract diverse audiences, considering factors such as socio-economics, ethnicity and age.

The Education team from Potteries Museum and Art Gallery will share their experiences of working on a project to engage more diverse audiences with ceramics collections. Beatfreaks Collective will share their lessons for engaging young people through co-creation.

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## 11 July - Collections Knowledge Café: Start with the Story – Using Collections to Support Dementia

10am - 4pm, Coventry Transport Museum CV1 1JD

Join consultant Sarah Griffiths and Tunbridge Wells Museum and Art Gallery to share experiences and approaches to supporting individuals living with dementia. The workshop will include Dementia Friends Training and the opportunity for those who attend to apply for further on-site training and support for their museum teams from Sarah Griffiths.

Click below to book your place on this free event, lunch and refreshments are provided.

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## 12 July - Museums as Spaces for Wellbeing

10am - 4pm, Birmingham Museum and Art Gallery

Are you interested in exploring how your museum could contribute to people's health and wellbeing but are not sure where to start? Over the course of two workshops participants will gain the skills and confidence to develop their thinking about this work to support the delivery of health and wellbeing provision within their museum.

The training will help attendees to:

- overcome the barriers to working with the health sector
- create opportunities to contact and meet with potential health and wellbeing partners

- begin the process of thinking about your museum, its spaces, collections and resources and how they can be utilised in this work
- explore ways to measure impact and support organisational change

This training is run by the **National Alliance for Museums, Health and Wellbeing**, in partnership with WMMD. Workshop places will be prioritised for Accredited museums and those officially Working Towards Accreditation.

Please note this is a two day course and delegates must attend both days. The second workshop will be held on:

**9 November, 11am - 4pm, Ironbridge Gorge Museum Trust,  
Coalbrookdale TF8 7DQ**



## 13 July, Setting the Standards: Equality and Diversity Policy

10am – 4pm, Museum of Carpet, Kidderminster DY10 1AZ

Roots HR CIC will be leading a series of four workshops, exploring how museums can embed a positive approach to equality and diversity throughout their Human Resources practice to create an inclusive workplace.

By the end of the first workshop delegates will:

- understand what is meant by 'equality', 'diversity' and 'inclusion' within the workplace and the difference between each
- understand the case for equality and diversity in the workplace
- have an awareness of the legal requirements within the area of equality, in particular the Equality Act 2010 and the implications this has on policy development
- understand the key requirements for an effective equality and diversity policy, including scope, responsibilities, reporting concerns
- have an awareness of how to implement and embed an equality and diversity policy

In addition you will receive access to free online resources published after the training including:

- guidance notes
- template outline policy that can be tailored for your museum

Please note that it is recommended that delegates attend all four workshops in the series to gain the best understanding of the content. Subsequent workshops will focus on areas of recruitment and retention of a diverse workforce and these will be held on **4 October**, **7 December** and **8 February**. Full event details and booking information will be published through the WMMD website and newsletter in due course.

Refreshments and lunch will be provided for this FREE event.

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## 19 July - Arts Award: Sharing Best Practice

10.30am - 12.30pm, Coventry Transport Museum, CV1 1JD

This event aims to share with you examples of best practice from the region in Arts Award delivery. We also want to hear from new and existing Arts Award Advisors; what you have been able to achieve so far and if there is any further support you require.

Speakers include:

- Nicky McIntosh, Schools Project Manager, Culture Coventry whose team carries out regular Arts Award activities. There will be an opportunity for you to experience first-hand an Arts Award trail created for Coventry Transport Museum. Nicky will be able to share her experience and valuable insights into Arts Award delivery
- Helen Frost, Programme Developer Arts Award and Artsmark, Arts Connect who will be on hand to answer questions about Arts Award and to update you on the Arts Award Grant scheme

Teas, coffee and cake will be provided at this FREE event.

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## 19 October - Exceeding Visitor Expectations

9.30am – 5.15pm, The National Brewery Centre, Burton upon Trent DE14 1NG

Due to the popularity of our customer service event in February we are delighted to announce that we will be hosting a full day of the Exceeding Visitor Expectations workshop.

This is a one-day customer service course designed specifically for visitor attraction front-line staff that combines the expertise of VisitEngland's Visitor Attraction Quality Scheme and the experience of the renowned Welcome to Excellence training programmes.

Participants will discover everything they need to know about being an ambassador for your attraction and delivering great service to your visitors.

The course features a variety of activities and quizzes, and is supported by a participant guide that can be taken away and used as a customer service resource. It is brimming full of practical tips and learning point reminders on how to make your visitors feel really special.

Those successfully completing the training receive Welcome to Excellence and VisitEngland pin badges, and an attendance certificate.

Exceeding Visitor Expectations meets national standards for customer service delivery and there is an option for your staff to gain a City and Guilds Level 2 Award through taking a multiple choice assessment paper at the end of the training day.

Places are limited and this will be the only opportunity to attend in this financial year.

## 22 November - Collections Knowledge Café: Caring for Works on Paper

10am - 4pm, Wolverhampton City Archives, WV1 1SF

Do you have books, watercolours, posters, documents or printed material in your collection?

Join conservator Graeme Storey (Britton and Storey Art Conservation) for a workshop on caring for works on paper, what to look out for, how to prevent damage occurring and what to do about it if it does. The day will include a tour of the Wolverhampton Archives.

Click below to book your place on this free event, lunch and refreshments are provided.

## Other Events



### 16 June - Age Friendly Museums Network

10.30am – 12.30pm, New Art Gallery, Walsall

Members of the Age Friendly Museums Network are planning a second West Midlands regional meeting, to give museum professionals the chance to share best practice and skills.

The event is open to anyone who is, isn't, or would like to work with older adults in any capacity. There will be a chance to share current activities, ask for advice, and to help shape future meetings by discussing what would be the most useful support for members.

Refreshments are provided!

To book a place please contact [Rosie Barker](#), Community Engagement Team Leader, Birmingham Museums Trust.

### 19 June - Practical Curating: Costume and Textiles Day School

10am - 4pm, Museums Worcestershire Collections Centre, Hartlebury Trading Estate, near Kidderminster

This will be a hands-on day, designed and led by curators from Museums Worcestershire to share practical skills.

The day school is intended for museum staff, volunteers or collectors who work with historic costume and are interested in learning from Museums Worcestershire's experience in how to handle, pack and care for their costume and textile collections. £20 per place.

**Call 01299 250416 to book your place**, or visit the reception at Worcestershire County Museum at Hartlebury Castle.

This day school forms part of a series of activities across 2017 enabling access, inspiration and skills sharing with the museum collections cared for by Museums Worcestershire. If you are interested in other opportunities, please email [museumcollections@worcestershire.gov.uk](mailto:museumcollections@worcestershire.gov.uk).

## 22 - 24 June - AIM Conference 2017

The Historic Dockyard, Chatham, ME4 4TY

2017 is Association of Independent Museums (AIM)'s 40th year, so this year's National Conference will provide a great opportunity to focus on how independents prosper under effective leadership, through inspirational stories from some of their members.

Conference 2017 will include all the elements delegates enjoy: a chance to hear from people running large and small museums as well as from organisations outside the sector, a focus on practical ways to address current challenges and lots of opportunities to network.



## Preparing to Borrow Workshops

26 June - People's History Museum, Manchester

7 July - The Foundling Museum, London

Book your place on one of Touring Exhibitions Group's (TEG) new workshops, for an in-depth introduction to borrowing objects.

It is an interactive session, based on problem solving and discussion, covering:

- The benefits of borrowing
- Researching suitable objects and exhibitions for loan and hire
- Making a case to borrow
- Communicating with lenders
- Loan applications
- Fees and contracts
- Sources of funding
- Scheduling
- Transportation
- Facilities reports
- Government Indemnity and commercial insurance
- Security
- Emergency planning

Each workshop is delivered by a TEG trainer, William Brown, National Security Advisor, and a member of the Art Fund team, who will introduce their forthcoming funding initiative, the Weston Loan Programme. The training encourages networking and provides the opportunity to meet colleagues from other organisations who are looking to borrow and find partners.

[Book here](#) £25 TEG members, £35 non-members.

Ten travel bursaries are available for each workshop, up to the value of £30. If you would like to apply for a bursary, or if you have any questions about the workshop or the Preparing to Borrow programme, email [charlotte@teg.org.uk](mailto:charlotte@teg.org.uk)

The logo for the Museums Association, consisting of the words "MUSEUMS" and "ASSOCIATION" stacked vertically in white, uppercase letters on a teal square background.

## 29 June - Museum Tech 2017

9.45am - 4.30pm, Museum of London, EC2Y 5HN

A digital festival celebrating new and emerging digital technologies that are helping to shape the way audiences experience museums and their collections.

This interactive seminar will feature case studies, keynotes and practical demonstrations that will shed light on how technology can be used in many diverse areas of museum practice. Delegates will have the opportunity to try out new digital tools and devices, as well as discuss the challenges and opportunities surrounding using digital technology in museums.

## 13 July - Collections Skills Sharing Session: Dealing with Firearms

9am - 1pm, The British Museum WC1B 3DG

A new session on working with firearms in museum collections has been added to the British Museum's collections skills training programme for museum professionals, made possible by the support of the Heritage Lottery Fund. Places are free but limited.

## 13 July - Happiness Matters

10am - 3.30pm, Langley Academy, Slough SL3 7EF

How can museums make the biggest differences to children and young people?

Join Langdale Academy Trust for their fifth annual Museum Learning Conference to explore:

- Wellbeing
- Achievement
- Cultural Capital

### **Speakers include:**

Dr Oona Stannard, Chair of the Trustees at The Langley Academy Trust; Mark Londesborough, Associate Director for Creative Learning and Development at the RSA; Jackie Grey, lead for Arts and Culture in Slough and Jane Avison, Business Manager of Heritage-Learning.

This is a free event.

## 17 July - Practical Curating: Documentation Day School

10am - 4pm, Museums Worcestershire Collections Centre, Hartlebury Trading Estate, Nr Kidderminster

This hands-on collections day school is designed and led by curators from Museums Worcestershire to share practical skills.

From entry to exit and everything else in between, learn how Museums Worcestershire documents their collections with a hands-on day also involving acquisitions and disposals, dealing with human remains and firearms.

The day is ideal for museum professionals, volunteers and interested hobbyists. £20 per place.

**Call 01299 250416 to book your place**, or visit the reception at Worcestershire County Museum at Hartlebury Castle.

This day school forms part of a series of activities across 2017 enabling access, inspiration and skills sharing with the museum collections cared for by Museums Worcestershire. If you are interested in other opportunities, please email [museumcollections@worcestershire.gov.uk](mailto:museumcollections@worcestershire.gov.uk).

## 31 August - Get what you give? The value and benefits of proactively lending collections

9.30am - 5pm, The British Museum WC1B 3DG

The British Museum's National Programmes team, with the generous support of the Vivmar Foundation, is hosting a free one day conference exploring the subject of lending museum collections.

## 5 -7 September- GEM Conference 2017

Guildhall, Hull HU1 2AA

GEM's 2017 annual conference will be:

- exploring innovative and inspiring ways of becoming more resilient
- asking how museum, heritage and cultural educators can take the lead in ensuring their organisation's long-term future

Book before **30 June** to enjoy the Early Bird rate.

## News



## Guidance for Recognising the Terrorist Threat

Advice can be found on the following link to the Government website: [https://www.gov.uk/government/publications/recognising-the-terrorist-threat/recognising-the-terrorist-threat?utm\\_medium=govdelivery&utm\\_source=email](https://www.gov.uk/government/publications/recognising-the-terrorist-threat/recognising-the-terrorist-threat?utm_medium=govdelivery&utm_source=email)

## Call for Papers

Do you want to shape this year's GEM Conference in Hull? Can you share an inspirational project or framework that advances sustainability? Have you got an insight into developing a more connected and supported workforce? If so, GEM would love to hear from you!

If you're interested in contributing to this year's GEM conference, please visit the [GEM website](#) for more information on submitting a proposal. **Deadline for submissions is 9am, Monday 26 June 2017.**



## Touring Exhibitions Group Lending and Borrowing Experiences Survey 2017

**The survey** will take approximately 10 minutes, or less, to complete and will help gain a snapshot of loans practice in the UK today; the approaches being taken, as well as the benefits and challenges. The information provided will help the TEG to develop its ACE and TESS Demountable funded Preparing to Borrow programme, being delivered with the support of the National Museum Directors' Council (NMDC) and Art Fund. The programme has been devised to support the ACE Ready to Borrow scheme.

Whether your organisation is involved in lending and/or borrowing, or is interested to engage in loans activity in the future, TEG is keen to receive your feedback.

Your response will be treated in confidence and you can remain anonymous if you wish.

**Complete the survey by 31 July 2017 to be entered into a prize draw to win a free place and travel bursary to attend one of TEG's forthcoming Preparing to Borrow workshops.**

A survey report will be published in autumn 2017.

If you have any questions about the Preparing to Borrow programme, this survey or TEG, please email [Charlotte Dew](mailto:Charlotte.Dew@tegroup.org), Programme Manager.

## Create Positive and Lasting Change in your Organisation

**Change Creation** is a new Organisation Development Programme designed for the cultural sector to increase resilience, grow confidence and realise significant and tangible changes that will have a lasting impact on people, organisations, audiences and participants, and the cultural sector. Funded by ACE, this is a new opportunity for Accredited and Provisionally Accredited museums.

Change Creation is now looking for 25 organisations, with compelling plans for change, to take part in this two year programme. Successful organisations will benefit from a hothouse of support, with 1:2:1 mentoring, change management consultancy, change leadership training, workshops, resources, bespoke research, masterclasses... it's the equivalent value of £13,100.

Much more than this, you will be working with some of the most renowned and respected leaders from the sector, be supported by industry experts and become part of a vibrant change creation community, making a difference in your organisation and across the cultural sector.

Information about Change Creation, how to apply and full details can be found [here](#).

**Closing date for applications is 17 July.**



## National Lates Research

Culture24, is conducting research, funded by ACE and supported by Airbnb, into UK after-hours events (Lates) and extended opening hours in culture and heritage venues in the UK. Over the next few months they will be reaching out to venue staff, visitors and sector organisations to get data and opinions through a variety of methods including surveys, interviews and focus groups.

To kick-off they are asking all venue professionals and volunteers responsible for after-hours events to fill out a short survey to canvas the opinions of the widest possible cross-section of our sector. The survey will take **a maximum of ten minutes** to fill out and there is an incentive of a big box of chocolates for one lucky contributor. Please use this link [LatesResearch](#) and share it with the people in your organisation who are responsible for programming after-hours events.

For any questions about the research or to suggest a way you can get more involved in the consultation process please contact [Nick Stockman](#), 01273 523983.

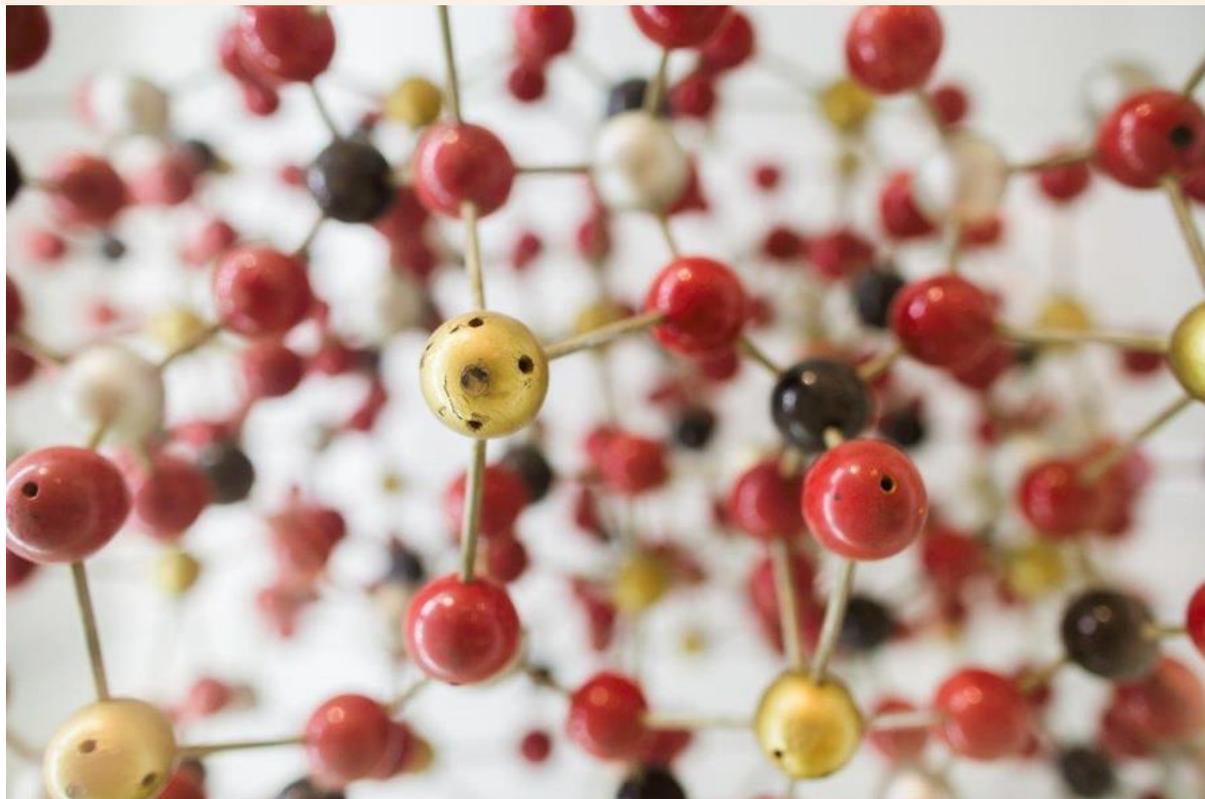
## Kids in Museums

11 August is Teen Twitter Takeover, the day where cultural and heritage organisations hand over their Twitter feeds to teenagers... [Register now](#)

## Heritage Open Days

Heritage Open Days 2017 is 7-10 September. [Click here](#) to register to your Heritage Open Day (HOD) event.

## Opportunities



### Collections Care Skills Sharing Programme

Staffordshire Archives and Heritage Service have a skills sharing opportunity available covering conservation cleaning, object handling and object packing.

If you are interested please contact [Melanie Williamson](#).

### TWA Cultural Heritage Digitisation Grant 2017

Now open for applications, the TownsWeb Archiving (TWA) Digitisation Grant offers grants of **up to £5000** for UK archives, special collections libraries and museums to digitise their collections.

The Grant can be used to fund the digitisation of bound books, manuscripts, oversize maps and plans, 35mm slides, microfilm/fiche, glass plate negatives, and other two-dimensional cultural heritage media. It can also be used to fund opening up access to heritage collections online.

The deadline for applications is **7 July 2017**.



## ICOM UK and Heritage Without Borders Travel Grant Scheme 2017-18

International Council of Museums (ICOM) UK, with support from Heritage Without Borders (HWB), is offering a number of travel grants to support staff from regional and local UK museums (non-national museums) to travel to Europe and greater Europe to develop mutually beneficial projects and partnerships.

The ICOM UK – HWB Travel Grant Scheme will enable recipients to undertake an international visit to museums to meet with international colleagues and mutually share skills, expertise and experience. The Travel Grant Scheme aims to support museums who are starting to develop mutually beneficial international projects and partnerships in Europe and greater Europe.

Applications will be considered for grants of up to £700 per organisation or consortium.

In autumn 2018 ICOM UK with support from the British Council will launch a Global Travel Grant Scheme. Further details will be available in summer 2017.

### **Deadlines for Applications: 5pm, Friday 30 June 2017**

Successful applicants notified: w/c 10 July 2017

The application form and guidelines can be downloaded from the [ICOM UK website](#):

### **Marsh Trust Award 2017**

Applications are open for this year's [Volunteers for Museum Learning Award](#), presented by the British Museum and the Marsh Christian Trust.

The award celebrates the contribution of volunteers in museums, galleries and heritage sites all over the UK.

The closing date for applications is **Friday 14 July 2017**.

### **Masonic Charitable Foundation's Community Support Scheme**

The [Community Support Scheme](#) offers large and small grants to charities registered in England and Wales that are working in the areas of financial hardship, health and disability, education and employability, and social exclusion and disadvantage.

The logo for the Museums Association, featuring the words "MUSEUMS ASSOCIATION" in white, uppercase letters on a teal square background.

## Member Representative required for the West Midlands

**Museums Association (MA) is seeking to recruit 16 member representatives, who will act as a vital link between the association and its members.**

Member representatives attend members' meetings, speak on the MA's behalf at meetings with regional and national bodies and keep the association in touch with what is happening on the ground.

They also help to keep members in the local area up to date with MA activities and promote membership, communicating regularly through emails, newsletters and the website.

Representatives will receive a free place at the Museums Association Annual Conference and Exhibition each year.

Sharon Heal, the MA's director, said: "This is a great opportunity to get more involved with the MA, help shape the association's policy, and engage closely with the sector.

The posts are for a period of three years and are unpaid, but reasonable travel expenses will be reimbursed. Applicants must be individual members of the MA.

For more information about the role [click here](#).

The closing date for applications is **19 June**.

## Technician

### Rugby Art Gallery and Museum

£17,419 - £20,138 (£10,592 - £12,246 pro rata)

22 ½ hours per week (with flexibility to work full time during installation weeks)

Rugby Art Gallery and Museum is looking for an enthusiastic, reliable, flexible Technician to join the team and be part of the development of this growing service. The role is primarily to work with the curatorial staff to prepare for and coordinate the installation of temporary exhibitions and future permanent displays at Rugby Art Gallery & Museum. You are also required to work with the Collections Officer to deliver the conservation plan, and to do other technical tasks linked to exhibitions, display and events. From time to time you will also act as a Relief Centre Supervisor for the Rugby Art Gallery, Museum and Library building.

You will be required to work full time during exhibition installation with the additional hours taken as lieu time following completion of the installation.

For an informal discussion about this role, please call Nikki Grange or Victoria Gabbitas, our Arts, Heritage and Visitor Services Managers on 01788 533208.

You can view full details of this job via the [website](#), where you can also apply online.

Alternatively, postal application packs can be obtained by calling 01788 533564, or by email: [contactcentre@rugby.gov.uk](mailto:contactcentre@rugby.gov.uk).

Closing date: **2 July 2017**

Interview date: **18 July 2017**

## Gallery Coordinator (Maternity Cover)

### Royal Birmingham Society of Artists

Up to £8.00 per hour subject to experience

The Royal Birmingham Society of Artists (RBSA) is a charity dedicated to promoting engagement with the visual arts. The RBSA Gallery is just off St Paul's Square in Birmingham and requires a responsible and flexible Gallery Coordinator to join their dedicated and energetic team.

They are looking for a highly-motivated individual who has a genuine interest in the arts and contemporary craft, together with a sound knowledge of the RBSA and a commitment to the work as a visual arts charity.

The successful candidate will have a proven commitment to the efficient and accurate completion of administrative tasks, be able to demonstrate an ability to work on their own initiative, be a reliable, energetic and flexible team worker and have an enthusiasm for all aspects of the role.

Working Monday to Friday from 10am to 5pm, your role will be to take responsibility for customer services and administration in the busy contemporary art gallery. This will include: welcoming visitors, dealing with enquiries, selling a wide range of original art-works and craft, delivering marketing activities, contributing to exhibition planning (particularly for the Craft Gallery) and completing a variety of administrative tasks.

If you would like to apply for this post, please complete the [application form](#) and return it by email to [Natalie Osborne](#), Learning and Engagement Manager.

Closing date: **4pm, Monday 10 July**

Interviews: **Thursday 20 July**

The likely start date for the successful candidate is week beginning 7 August.

## Jonathan Ruffer Curatorial Grants Programme

Since the programme launched in 2012 they have helped 247 curators, scholars and researchers with 225 projects; they now have £75,000 to offer annually.

The scheme is open to curators and other professionals working with public collections.

Applications under £1,500 are accepted throughout the year, while applications above this level are considered at committee meetings three times a year.

Full details on the programme can be found on their [website](#).

## Weston Loan Programme - With Art Fund Launches July 2017

This new fund supports museums to secure loans from National museums in the context of their own collections and communities.

Grants of between £5,000 and £25,000 are expected and can include conservation and transportation costs, display, security, interpretation and audience engagement.

For more information on the scheme visit the [Art Fund](#) website.

Keep up to date with the Leicester University Museum Studies jobs desk site [here](#).

## What we need from you.....

There are still many museum staff, volunteers and trustees within the West Midlands who do not receive our newsletter.

PLEASE make sure your colleagues don't miss out and forward this newsletter today!

To sign up for our newsletter visit [our website](#) and submit your email address at the bottom of our home page or at the bottom of all our web pages.

Keep in touch /  
E-News

With all the latest news and events from  
west midlands museum development team

Helping the museum sector develop, thrive and  
collaborate

**OR...**

Newsletter signup /

West Midlands Museum Development  
c/o The Ironbridge Gorge Museum Trust  
Coalbrookdale  
Telford  
Shropshire  
TF8 7DQ  
Tel 01952 435900  
wmmd@ironbridge.org.uk