



## **Programmes & Engagement Manager (Full-Time)**

### **About Playeum Ltd**

Founded in 2009, Playeum is an independent IPC charity. We create a safe space and equal opportunities for children to develop the foundations they need to thrive – confidence, resilience and creativity to lead their lives and make meaningful contributions, particularly those who come from low-income or disadvantaged families, and those with special needs..

Playeum uses play and the arts to create impact through outreach, education, and research. We bring communities, civil society, government agencies, businesses and donors together to achieve sustainable impact with children. We believe this is the best way that we can effect real change in the way our society views children.

Visit [www.playeum.com](http://www.playeum.com) for more information about us.

### **Position Overview**

In 2020, Playeum closed the doors to its Children's Museum at Gillman Barracks to focus on bringing high quality play and arts programmes to where children are, their homes, their schools and their communities. This involves online programming, teacher trainings and long term programmes in schools and communities. As such Playeum is seeking a Programmes & Engagement manager that can work closely with the Playeum team to develop/write/create and manage programmes that are open-ended and child-led to reach out these children and their adults (teacher, parents and caregivers). This includes building and maintaining relationships with our partners.

As a part of ensuring our programmes quality and impact they will also oversee the impact measurement and evaluation procedures. This will also aid in post-programme reporting and communicating our work with potential partners.

### **Responsibilities include:**

#### **Programmes Management**

- Support the development, logistics and content creation of Playeum's Programmes.
- Proposals writing of bespoke programmes for potential clients and funders (including grants).
- Facilitator for Playeum's programmes both adult & children's education.
- In-charge of the administration & management of Playeum's "Learning Through Play" course.
- Ensure programmes are accessible and cater to persons of varying needs.



### **Impact measurement**

- Oversee and maintain the impact measurement procedures of all of Playeum's programmes.
- Ensure that the impact measurement continues to be relevant accessible and inclusive.
- Assist in writing post-programme reports, highlighting impacts achieved.

### **Must haves:**

- 3-5 years experience of working with children in an educational, arts or visitor-focused environment;
- A passion for igniting children's play and creativity;
- A flexible, can-do, hands-on approach with willingness to experiment and play;
- Able to work within an agile team as a hands on team player;
- An interest in the creative industries, such as visual and performing arts, product design, technology etc.

### **Great pluses:**

- Experienced in impact evaluation and research methodologies;
- ACTA or ACLP Certified;
- NAC AEP Instructor Certified;
- A qualification in Early Childhood Education or the Arts;
- Excellent presentation skills;
- Experience of facilitating creative activities.

### **What you can expect in this opportunity**

Playeum is a charitable organisation and cannot offer corporate remuneration, however it does boast an exceptional work and wellness culture. As a small team we value each member having the opportunities and space to grow to be the best they can be. You can expect flexible working opportunities, space to grow and learn, a family friendly and positive environment, and attractive leave entitlements.

### **Application**

ALL interested parties are to email a copy of their cover letter and CVs with their expected salary to the Operations Lead via [join.us@playeum.com](mailto:join.us@playeum.com)

Only shortlisted candidates will be notified to schedule for interview. We thank you all applicants in advance.