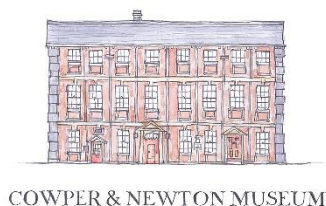


The Cowper & Newton Museum



COWPER & NEWTON MUSEUM

Heritage Engagement Officer

Fixed Term Contract April 2022 – October 2023
4 days per week (0.8)

The role is based in the Museum with opportunities for home working when appropriate

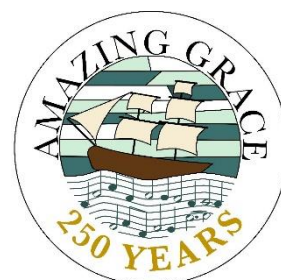
Reports to: Cowper & Newton Museum Trustees

Salary: £26,500k per annum

Amazing Grace 250 – Celebrating a Diverse Legacy

Role overview:

Made possible by money raised by National Lottery Players, and match funded by Milton Keynes Council, the project focuses on a yearlong programme of Olney and Milton Keynes based exhibitions, talks, walks and cultural and community events in collaboration with the Open University, the Friends of the Caribbean - MK, the Stables Music Venue, the African Diaspora Federation – MK, Olney Town Council, the African and Caribbean Arts & Heritage Union-MK, the Sierra Leone Committee-MK and St Peter & St Paul Church, Olney.



Written in Olney by the Rev John Newton to accompany his 1st January 1773 New Year's Day sermon, 'Amazing Grace' is now sung around the world and has been transformed by time, place and events to become one of the best loved and most often sung hymns.

This project will:

- Have increased skills for Trustees and volunteers securing the sustainability of the Museum
- Bring new and diverse audiences to the museum
- Develop links with African and Caribbean communities throughout Milton Keynes and connect the Museum & Olney internationally
- Install new improved museum displays:
 - John Newton's early life as a sailor and his participation in the slave trade. The display will be curated with assistance from Museumand (the social

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history museum which celebrates the contribution of Caribbean life to the UK), The African and Caribbean Arts and Heritage Union and The African Diaspora.

- John Newton's life in Olney and the writing of the hymn 'Amazing Grace'
- How the hymn is now sung around the world and has been transformed by time, place and events to become one of the best loved and most often sung hymns.
- Create exhibition materials which will be made available to a network of partners to spread the Amazing Grace story and establish partnerships for the future.
- Create an online exhibition which will allow the story to be accessed nationally and internationally, particularly to America, Africa and the Caribbean.
- Create an associated learning programme made available online and in the Museum, aimed at secondary schools focussing on the history of the slave trade, the British role in that trade and the contribution of Caribbean culture to the UK.
- Deliver an activity programme which will appeal to local, regional, national and international audiences with partners from The Open University, Black and Minority Ethnic groups in Milton Keynes, The Milton Keynes Youth Cabinet, Olney Town Council, The Stables music venue.
- Recruit and train new and more diverse volunteers to shape the activities and make the museum more sustainable in the future.

The postholder will be responsible for:

- Managing and developing the Museum's central role in the AG250 celebrations
- Raising the profile of the Cowper & Newton Museum by building relationships and partnerships within the local community, schools, colleges and other groups
- Working closely with the Museum Trustees, House-manager and Museumand on the creation and installation of new displays and activity
- Organising AG250 events as appropriate
- Working with Trustees to complete Heritage Fund reporting
- Assisting in recruiting volunteers and training both volunteers and Trustees in audience development and heritage best practice

Accountability: The Heritage Engagement Officer reports to the Trustees in accordance with the Museum policies, procedures and best practice in transparency and accountability.

Relationships: Works and liaises with the Cowper & Newton Museum Trustees, House-manager and Volunteers, as well as Museumand. These responsibilities call for relevant experience, together with strong communication skills. The Heritage Engagement Officer must have a flexible approach and may sometimes be assigned to duties out of normal working hours.

The key target audience groups for audience development work are:

- Local and visiting families

The Cowper & Newton Museum

- Local schools
- Informal adult learners.
- Afro Caribbean community within wider Milton Keynes
- Special interest groups eg local history societies
- Groups who do not traditionally engage with heritage eg vulnerable people, different community groups and groups representing different religious and ethnic communities

We would also like to increase the number and expand the diversity of our core group of volunteers.

Key responsibilities:

- Widening our audience and offer
- Furthering knowledge of John Newton and Amazing Grace through new events, exhibitions, digital and learning resources.
- Monitoring progress and ensuring quality of programmes.
- Maintaining appropriate records in accordance with policies, procedures and Heritage Fund reporting
- Assisting with evaluation

Person Specification

Knowledge, skills and experience	Essential	Desirable
Experience of working in the arts or heritage sector	*	
Experience of community engagement and audience development in a heritage or arts setting	*	
A good communicator with ability to bring people together, to influence and engage	*	
Able to take responsibility for organisation of an events and exhibitions programme which will reach a wide audience	*	
A belief in the power of heritage and community engagement to impact on people's lives for good	*	
A graduate qualification in the arts or heritage		*
Experience of working with multi-ethnic communities		*
Understanding of the history of the 18 th century		*
Experience of working with young people and families		*

The Cowper & Newton Museum

Application process:

To apply please provide the following:

- Fully completed application form (available for download from the Museum website – Vacancies)
- A letter including your personal statement
- At least two referees

You must have the right to live and work in the UK

The post is subject to 3 months' probation

Closing Date for Applications: 17.00 on Monday 28th March

Interview Date: 6th April

For any queries and questions please contact Amanda Molcher, Trustee – AG250 Planning at admincnm@cowperandnewtonmuseum.org.uk

Applications should be sent to Mrs Amanda Molcher
admincnm@cowperandnewtonmuseum.org.uk

Applications by post to 'Amazing Grace 250, Cowper & Newton Museum, Market Place, Olney, Milton Keynes, MK46 4AJ'.

The Cowper & Newton Museum

About the Cowper & Newton Museum

This Accredited Museum exists to conserve, develop and maximise access to its buildings, collections and tranquil gardens, thereby promoting the public understanding and enjoyment of Cowper and Newton and some of the greatest stories of the 18th century. Olney is the home of the hymn 'Amazing Grace'. The Museum records the unique international heritage story of the writing of Amazing Grace, an anthem now known and sung the world over. 'The home of Amazing Grace' is a platform for the Museum to tell this story with great modern significance, for new and diverse audiences.

The house, which opened as a Museum in 1900, is situated in Orchard Side House, the home of William Cowper from 1768 to 1786. Cowper was a renowned 18th century poet, and his house gives a glimpse into Georgian life in a rural market town. The house has changed little since Cowper's time and items of original furniture and Cowper's belongings are on display.

The Cowper & Newton Museum trust works as an accredited museum to ensure over 4000 items in the collection are cared for and made accessible to all. As custodians of this historic site with Grade II* listed buildings the preservation and interpretation of the house and gardens to as wide an audience as possible is the paramount purpose.

The displays in the house tell of the friendship between Newton and Cowper. Visitors can discover how Newton's life and personal experience inspired him to write 'Amazing Grace' in Olney. Newton was a slave ship captain who later became curate of the parish church, had a key role in the campaign to abolish slavery and enormous influence on William Wilberforce.

The Museum and its 18th century gardens, run by volunteers with a Museum Manager, is open five days per week. The Museum runs programmes of activities for young people and for adults. The schools programme supports the local history curriculum, Arts Awards and offers sessions and resources for the study of the slave trade and the abolitionist movement. Downloadable resources are available on Georgian Life in Olney and the campaign to abolish slavery.

Talks are held at the Museum for adult groups and talks are offered on a wide range of topics to community groups in the area.

The Museum also holds regular events, for example Georgian dance displays and tea and cakes are available in the garden during the Summer.

The Flower Garden is maintained by a small group of volunteers and is self-funding from the sale of plants, flowers and vegetables in season.

<https://cowperandnewtonmuseum.org.uk/>