



Post: Head of Interpretation
Reference: 8061
Band: Senior Advisory
Department: Learning Department, Tate Britain
Contract: Permanent
Hours: Full-time
Reporting to: Head of Learning, Tate Britain
Responsible for: Interpretation Team, Tate Britain
Location: Millbank, London

Background

The aim of Tate is to increase public awareness, understanding and appreciation of British art from the 16th century to the present day and of international modern and contemporary art.

Tate Britain Learning Department works with new and current visitors to increase participation and exchange within the gallery and its exhibitions and displays. We are committed to an international programme that is both stimulating and socially inclusive.

The Tate Britain Learning department contributes to a Tate-wide Learning Strategy. The department consists of three teams, Adult Programmes, Interpretation, and Young People's Programmes, all of which work closely together and develop programmes to ensure a consistency of opportunity for all visitors. The Interpretation team currently consists of two full-time and two part-time posts and produces interpretation for all exhibitions and displays in a variety of media. The team collaborates with many others at Tate, notably including Curatorial, Learning, Media and Visitor Services teams.

You can find further information about Tate on our website: www.tate.org.uk

Purpose of the Job

The purpose of this job is to develop and implement a creative strategy for interpretation at Tate Britain and to manage a team to develop interpretative material in a range of different forms and representing a range of voices, engaging visitors with the collection displays and Tate's international loan exhibitions.

Main Activities/Responsibilities

- Lead and manage a team of Interpretation curators.
- Work closely with other colleagues in the Learning department, as well as Curatorial, Visitor Services, and Tate Media, to contribute to ideas and programmes for new displays and exhibitions at Tate Britain.
- Manage and contribute to the development, production and maintenance of Interpretation; this could involve commissioning, editing, writing and delivering print, audio, digital and tactile interpretation, for general visitors and targeted audiences.

- With the support of Tate's Development department and the Head of Learning, implement a strategy to maximise opportunities for sponsorship and development of interpretation at Tate Britain.
- Contribute to Tate Britain Learning annual plans, and manage the Interpretation budget.
- Contribute to the strategic and day-to-day management of Tate Britain Learning in co-operation with the Head of Department and the two other Team Leaders.
- With Curatorial and the Interpretation team, ensure schedules are planned for the delivery of Interpretation and deadlines are met.
- Contribute to the development and implementation of relevant Tate strategies.
- Contribute to the development of research programmes and disseminate research to the wider cultural sector.
- Evaluate and, where appropriate, commission research to inform and enhance the quality of Tate Britain's Interpretation, in collaboration with Visitor Services and Marketing.
- Reflect the best practices evident in art museums and galleries internationally, and work to consolidate Tate's position as a world leader in the interpretation of historic and contemporary fine art.
- Deputise for Head of Learning when required.

Person Specification

Essential

- A relevant postgraduate qualification or equivalent.
- Demonstrable experience of developing interpretation materials related to art from a range of sources.
- Excellent writing and editorial skills.
- A clear understanding of the potential of tactile, audio and digital media in gallery interpretation.
- Understanding of the issues and practices of interpreting historic, modern and contemporary British art in an international and inter-cultural context.
- Proven ability to lead, motivate and manage staff as a creative team and as individuals.
- Proven ability to work independently, take initiative, and lead on the development of well-researched and experimental interpretative resources.
- Excellent interpersonal and communication skills with the ability to build working partnerships and collaboration with colleagues across Tate.
- Ability to manage and maintain budgets.
- High degree of computer literacy and ability to support own work.
- A flexible approach to work.
- An interest and commitment to the work of Tate.

Desirable

- Previous relevant experience of working in a museum or gallery.

Pay and Benefits

Type of Contract

This appointment is offered on a permanent contract.

Working Hours

This post is offered on a full-time contract working 36 hours per week – Monday to Friday.

Salary

This post is graded in the Senior Advisory Band of Tate's Pay Bands.

An appointment to this post will be made at £35,000 per annum dependent upon the skills and experience of the successful applicant.

A review of pay is undertaken annually at Tate through negotiation with the recognised trade unions. Any increases to individual salaries, will be subject to the terms of Tate's annual pay settlement and will be applied from 1 April.

As part of the pay negotiations for the pay award payable from 1 April 2008, we will be undertaking a review of the current pay bands and progression arrangements. In the interim we will continue to use the existing scales for setting starting salaries for new staff and adjusting salaries for existing staff. We will communicate any changes to staff as they are agreed.

Annual Leave

Annual leave is 25 working days per annum rising to 27 working days per annum after three years' service.

Pension Benefits

An important part of the pay and reward package Tate offers employees is the option to join the Civil Service Pension arrangements. These arrangements offer a choice of two types of pension:

- **nuvos.** This a high quality, index-linked defined benefit occupational pension scheme that currently has a 3.5% member contribution rate. As your employer we meet the rest of the cost of the scheme.
- **partnership** pension account. This is a stakeholder pension with a contribution from ourselves. How much we pay is based on your age. We pay this regardless of whether you choose to contribute anything. You do not have to contribute but, if you do, we will also match your contributions up to 3% of your pensionable earnings. The contributions are in addition to the age-related contribution mentioned above.

If you have previously worked for an employer who participated in the Civil Service Pension scheme different conditions may apply.

Other Discretionary Benefits

- Interest-free Season Ticket Loan.
- Free entry to paying exhibitions at Tate Galleries. Opportunities for family and friends to visit the major exhibitions out-of-hours.
- Discounts in the Tate Restaurants and Cafes and on items purchased in the Tate Bookshops.
- Free access to a number of other galleries and museums throughout the UK on production of a valid staff pass.

Selection

Completed application forms should be returned to:

Human Resources Department

Tate

Millbank

London SW1P 4RG

Fax: 08708 912567

In view of the increasing postal costs and our constant need to make the best possible use of our resources it is our policy to write only to those people who are invited for interview. I am sure that you will appreciate the need for this. If you would like confirmation of receipt of your application please enclose a stamped addressed postcard. If you do not receive an invitation to interview by 20 February 2008 regrettably, you should assume that you have not been successful on this occasion.

The closing date for the return of completed application forms is **5pm on Monday 14 July 2008**
Interviews will be held on **Monday 21 July 2008**.

Our jobs are like our galleries, open to all.