

**SUNDERLAND  
CULTURE**

## Community Producer; Going Places

**Art Fund\_**



**JULIA RAUSING**  
— TRUST —



## **Job Title: Community Producer; Going Places**

### **Location:**

Sunderland Museum & Winter Gardens (with some travel and remote working as required)

### **Contract:**

Fixed term (45 days from November 2025 to May 2026). Approx. 1-2 days per week with some evening and weekend working.

### **Fee/Salary:**

£265 per day (£11,925 in total over the contract period)

### **Reporting to:**

Public Engagement & Learning Manager

### **Start Date:**

5 November 2025

### **End Date:**

End of May 2026

## **About the Project: Green Spaces, Shared Places – Touring Exhibition**

Green Spaces, Shared Places is part of Going Places, an Art Fund programme made possible with support from The National Lottery Heritage Fund and the Julia Rausing Trust. Going Places is a touring exhibitions and engagement programme that places under-represented community voices at the heart of cultural production. The Green Spaces, Shared Places network is one of 6 UK-wide network partnerships, comprising 20 museums, galleries and heritage sites across the UK.

Our Green Spaces, Shared Places network partners include the National Memorial Arboretum, The Dales Countryside Museum (Yorkshire Dales National Park) and Arlington Court and National Trust Carriage Museum (National Trust) and our focus is working with young people aged 13 – 30 years to co-produce the exhibitions and supporting programmes.

The programme will maintain strong public engagement and enable co-produced activity with local communities, young people, and schools. The project explores themes of place, nature, collections, and identity, connecting people to the Museum and their local green spaces in new ways.

Going Places is a timely opportunity for SMWG to build on recent work to engage under-represented audiences with collections, exhibitions, and public programmes. We have developed skills and practice in engaging audience cohorts in co-created activities and are actively growing community relationships and partners. We are keen to sustain and grow this work, remain responsive to local needs, and find opportunities to build this approach into future plans for SMWG, and Sunderland Culture more broadly.







## About the Role

The Community Engagement Officer will play a key role in developing and delivering the Green Spaces, Shared Places programme, including supporting the co-production of a touring exhibition with young people from Sunderland from November 2025 – April 2026.

This will be the first of two touring exhibitions being developed by the Green Spaces, Shared Places network during the programme period from 2025 – 2030 and will launch at the National Memorial Arboretum in May 2026, then tour to each of the network partner venues, being hosted in Sunderland from March – June 2027.

In anticipation of Sunderland Museum & Winter Gardens being closed in Spring 2027 for a redevelopment project funded by The National Lottery Heritage Fund, the touring exhibition will be based at Durham Wildlife Trust's headquarters Rainton Meadows nature reserve and involve working with young people and communities from the Coalfields area of the city.

You will collaborate with Sunderland Culture staff, Museum staff, network partner staff, Durham Wildlife Trust staff, artists, schools, and community groups to create meaningful cultural and creative engagement in the development phase.

The role will include supporting young people to collect oral histories in their communities, selecting relevant objects from Museum collections to tell new stories, interpreting these stories through an eco-lens, and working with creative practitioners to bring these stories to life in diverse ways. You will work with young people's groups including Celebrate Different Collective who are Sunderland Culture's Young Arts Leaders aged 13 – 25 years and other young people's groups from the Coalfields area.

Young people taking part will also have the opportunity to join a young people's steering group made up of young people from each network partner to make decisions about the design and interpretation of the Tour on behalf of the network. Your role will include attending some online network meetings to support the steering group and dissemination of information to the young people and team.



## Key Responsibilities

### Community & Partnership Engagement

- Recruit and support participation from diverse community groups, including young people and older residents.
- Build trust and sustained engagement with existing and new partners and community networks.
- Work with the Public Engagement & Learning Manager and partners to plan and deliver inclusive, co-produced activity.
- Develop creative content with participants and artists, linked to museum themes and collections.
- Helping to co-ordinate travel for participants as required.

### Session Delivery & Facilitation

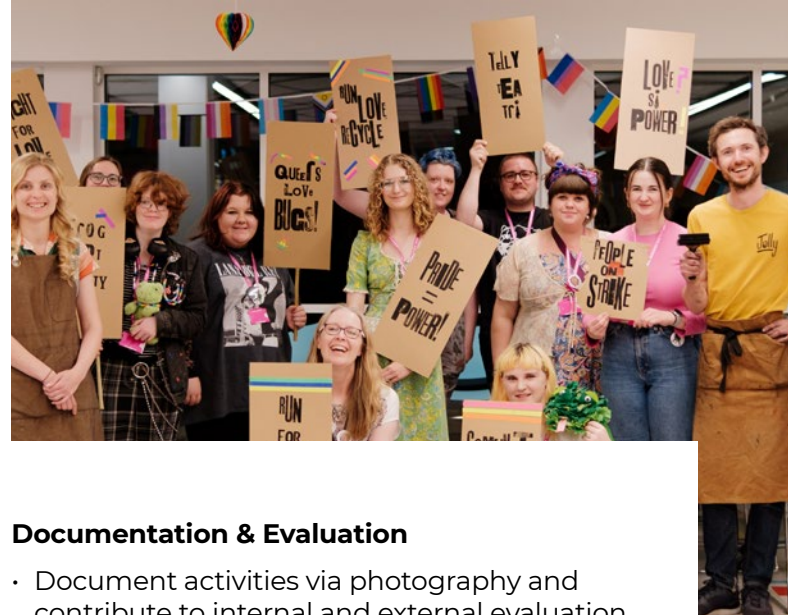
- Facilitate professional, inclusive, and timely creative sessions (in person and online).
- Co-ordinate recruitment and briefing of Creative Facilitators/artists for delivery.
- Support oral history elements where relevant.
- Sessions may include outdoor working and working at partner sites.

### Collections & Exhibitions Collaboration

- Work with the Exhibitions Team to develop longlists of museum objects for youth selection.
- Support young people and groups to co-produce interpretation and design content.
- Consult with the Exhibitions Manager to meet agreed timelines.

### Project Management

- Plan, manage and track project delivery to meet outcomes and timelines.
- Support the management of project budgets and reporting.
- Write recruitment briefs and manage contracts for freelance artists and facilitators.
- Contribute to feedback mechanisms, case studies and formal evaluation.



### Documentation & Evaluation

- Document activities via photography and contribute to internal and external evaluation.
- Follow the Going Places evaluation framework and support youth-led evaluation.
- Provide regular progress reports and maintain records of participation and outputs.

### Communications & Promotion

- Work with Sunderland Culture's Communications Officer to provide PR, social media, and website content.
- Capture participant stories and co-created outcomes for wider sharing.

### Compliance & Best Practice

- Adhere to Sunderland Culture's Equality, Diversity & Inclusion, Safeguarding, and Health & Safety policies.
- Conduct risk assessments and ensure accessible, inclusive delivery.
- Use the carbon tracking and environmental responsibility toolkit to monitor and reduce impact.



## Person Specification

### Essential

- Proven experience in arts/community engagement and creative facilitation.
- Experience working with diverse groups including children, young people, older people, and schools.
- Strong understanding of co-creation and participatory practice.
- Excellent planning, organisational and communication skills.
- Experience of managing freelance artists and creative facilitators.
- Confidence working collaboratively with institutions, partners, and artists.
- Ability to manage documentation, reporting and evaluation.
- Experience with safeguarding, risk assessment and inclusive practice.
- Current Enhanced DBS and Public Liability Insurance.

### Desirable

- Knowledge or interest in storytelling, social history, theatre, music, poetry, or multimedia arts.
- Experience with oral history projects.
- Experience designing school or youth engagement programmes.
- Understanding of museum or gallery-based engagement work.
- Familiarity with working in redevelopment or closure phases of cultural buildings.



## How to Apply

Please send your CV, a brief covering letter (max 2 pages) or a short video/audio statement outlining your experience and interest in the role, along with two referees, to [vicki.kennedy@sunderlandculture.org.uk](mailto:vicki.kennedy@sunderlandculture.org.uk) by 5pm on Thursday, 2nd October 2025.

If you would like to discuss the role informally before applying, please contact Jennie Lambert, Learning Manager at Sunderland Museum and Winter Gardens at [jennie.lambert@sunderland.gov.uk](mailto:jennie.lambert@sunderland.gov.uk)







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