**Background to this post:**

Cynon Valley Museum is a small, charitable trust run museum built in the shadow of the 19th Century Gadlys Ironworks in the town of Aberdare in the Cynon valley, south Wales.

<https://cynonvalleymuseum.wales>

The Museum was designed and built by the local authority, Rhondda Cynon Taff ( RCTCBC) in 2000. It closed in 2014 due to austerity cuts within the council.

Cynon Valley Museum Trust (CVMT) was established as a Charitable Incorporated Organisation (CIO) to take over the day to day operation of the museum. With a lease and a service level agreement from the council we were able to reopen the Museum to the public in September 2016.

Cynon Valley Museum Trust now manages the museum and its exhibition spaces. The museum and galleries are open to the public five days a week.

RCTCBC owns the building and remains the legal guardian of the Cynon Valley Museum collections.

Entry to the building is free and events and exhibitions ask for donations or pay as you feel contributions.

The fixed Museum exhibition space features changing elements from the Cynon Valley Museum artefact collection. Its displays tell the story of the people of the Cynon valley through the interpretation of objects and pictures. The collection on display is curated by a Rhondda Cynon Taf County Borough Council Heritage officer, who visits weekly, and rearranges the displays with the help of volunteers recruited by the Trust.

We have two art galleries that are used for a changing programme of exhibitions by local and regional artists to display artworks. These are also used for group exhibitions and touring exhibitions from other museums.

There are an additional two rooms available for hire for local groups and businesses. These spaces are growing in popularity. Local groups and societies regularly use the spaces, to develop and to run their own events.

With funding from SPF/Levelling Up Fund, the Trust has been able to deliver free courses to the community in these spaces. These well attended courses are mainly arts and crafts based, and include; Lifedrawing, watercolour painting, creative writing, expressive arts, lino cut printing as well as Welsh language courses and wildlife identification sessions.

**The Post:**

The Museum Development manager role is essential to the continued successful functioning of the museum. Working with the board of Trustees, the Museum Development Manager will have key role in developing Cynon Valley Museum both in its current offer and in reaching its potential as a successful, thriving, community venue.

The new manager would need to focus on how museum team can maximise the earned income to cover more of the museums core running costs, and therefore be less dependent on grant monies into the future.

Currently the Trust employ two part time staff. Since reopening post the Covid closures of 2020, these roles have been operating with less regular and consistent support than they need.

The Museum volunteers are an essential part of the museum team running the reception and the tea room on a daily basis. The managers will need to work with this varied voluntary workforce regularly and communicate shared objectives across the museum.

The Trust is a small group of dedicated volunteers who have kept the museum growing in its community presence, developing partnerships and raising funds.

Part of the managers role would be to establish a coherent and effective way of working together.

The manager would be expected to review our operating systems so that museum can function clearly and safely. Some systems and processes that have become cluttered or redundant over the last couple of years of change in technology and compliance. Many of these systems are good and practical with the potential to work well but have been neglected due to the museum getting busier while having less staff to manage the space.

The manager would work with Trustees to develop potential funding and grants that will provide longer term support for staffing costs and building repairs. This would enable the Trust to create a better, more economically streamlined building, that can support longer term projects keep the museum open and welcoming to the public.

This is an exciting and varied post with potential to extend beyond the initial years contract.

Please apply via the Trust with a current CV and a cover letter based on Job Description to: lbateman@cynonvalleymuseum.wales

All applications to be received by 5pm on Monday August 5th 2024