



Together, we make it V&A

V&A South Kensington  
Team Leader: Residencies

V&A

# Team Leader: Residencies

<b>Reports to</b>	Head of Learning and Digital Programmes
<b>Department</b>	Learning and Digital Programmes
<b>Line Management</b>	Senior Producer: Residencies; Coordinator: Residencies
<b>Principal Location</b>	V&A South Kensington
<b>Hours</b>	Full Time
<b>Salary</b>	£46,947 (Band 3)
<b>Work pattern</b>	Hybrid (standard pattern is 3 days in V&A South Kensington, 2 days working from home)
<b>Contract</b>	Fixed term contract until January 2027 (with possibility to extend subject to approval from the Adobe Foundation)







# Who we are

The V&A is a family of museums dedicated to the **power of creativity**. Our mission is to **champion design and creativity** in all its forms, advance cultural knowledge, and inspire makers, creators and innovators everywhere. We share a 5,000-year-old story of creativity through **exhibitions, events, educational programmes, digital experiences, conservation, research**, and an ever-evolving national collection of over 2.8m objects spanning **every creative discipline**.

Learning at the V&A builds creative confidence in all our audiences, and champions the skills needed to drive the future of the creative economy. Through a responsive and relevant portfolio of activity across schools, families, young people, audience outreach, digital programmes, and more, we strive to inspire current and future generations of artists, creatives, designers and innovators.

# The Adobe Creative Residency Programme

The V&A x Adobe Creative Residency is a landmark, multimillion pound learning programme to embed making into the museum. A cohort of three residents across different practices are selected annually, each working with a designated audience to bring creativity, design and making to diverse audiences. Embedded within the Learning Team at the V&A, residents commit half their time to developing engaging programming around their craft and the other half making works for an annual display. This could include working directly with audiences, acting as a creative advisor to wider museum programming, and collaborating across the museum to bring contemporary practice into galleries. Residents will participate in knowledge exchange programmes with other Adobe residents as well as participate in an annual international symposium around creativity in museums. The annual residency programme culminates in a display of the cohort of residents' work in a bespoke gallery at the V&A South Kensington. Residents will work across the V&A sites, including V&A South Kensington, Young V&A, and V&A East.

The Adobe Creative Residency is supported by the Adobe Foundation and run in partnership with the Museum of Modern Art (MoMA) in New York City.



# About the role

The Team Leader: Residencies will lead the project management, planning, and delivery of the Adobe Creative Residencies Programme along with the relevant learning programme, within the Learning and Digital Programmes team. They will project manage the delivery of the budget, KPIs and have oversight of the wider programme across the museum. This includes the management of the project team of two Senior Producers (Job Share), two Producers and a Project Coordinator, as well as overall responsibility for managing the residents. They will work with the Head of Learning and Digital Programmes, curators, exhibitions, marketing and design teams to design the programme, open calls, learning programmes, and annual display of the resident's work at the V&A South Kensington. Working across the museum, they will work with the Head of Learning to design an annual international Symposium around creative practitioners, as well as project manage an annual knowledge share with international Adobe Residencies Partner Institutions. As a landmark, multiyear learning programme, they will have bold and ambitious approaches scale and reach of the programme to deliver KPIs and raise the global profile of this major investment.


They will work to the EDI strategy to ensure the programme is reaching audiences who are facing barriers to engaging with contemporary practice, as well as bringing in residents with a wide range of lived experience and perspectives. They will be a champion of the programme across the museum and in the wider industry at conferences, gallery events, festivals, and other key contemporary practice events. An experienced project manager, they will manage large budgets, annual summaries/ reports, and report regularly to funders and provide key audience reach metrics against the museum's evaluation programmes. They will work with colleagues to understand and reduce barriers to entry for new audiences, taking account of complex and interconnected issues from local to national level. They will work collaboratively across the Learning and Digital Programme team and wider museum to achieve objectives and targets, and where appropriate will promote collaborative programming opportunities with audiences.



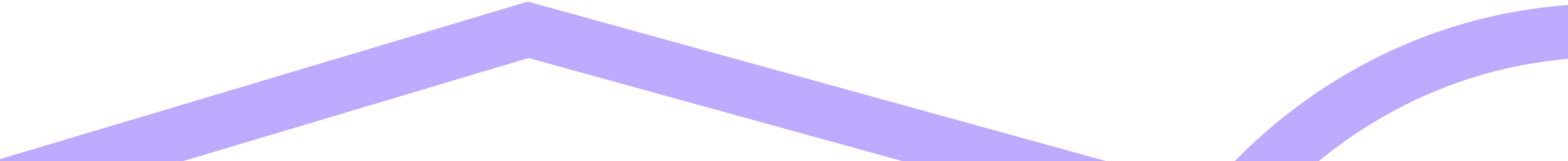


# About the role

## Main Responsibilities

- **Strategy:** Working with the Head of Learning and Digital Programmes, devise and implement strategy aligned to the team targets and SMART objectives under the strategic direction of the Director Learning, National Programmes and YV&A. They will champion the residencies programme across the museum and wider industry. Have bold and ambitious aims for the project rooted in practical delivery and clear planning.
  - **Staff Management:** Manage and develop line reports to contribute to a motivated and high-performance team in line with museum policies. Manage a team of two senior producers (job share), two producers and coordinator, along with having overall responsibility for managing three residents per year.
  - **Budget Management:** Manage and deliver to the annual project budget. Oversee wider budget spend across the museum in consultation with other department leaders. Set and meet financial targets and manage associated budgets to ensure robust accountability. Ensure effective programme delivery within targets. Work closely with finance to ensure accuracy in monitoring and reforecasting and demonstrate a cost-effective approach in a context that drives forward value for museum and audiences. Work with development and finance to create reports for internal governance and to funders.
  - **Content Development:** Take an intellectual lead on conceiving relevant residencies programmes, tied to wider museum activity. Design learning activities and resources for a wide range of audiences, but especially for schools, families and young people. Work with the wider team to design an annual symposium around the programme.
  - **Stakeholder Management:** Identify key stakeholders, build and manage relationships to enhance programme visibility and reputation internally and externally. This may include other museums, galleries, industry partners, as well as community partners. Work closely with the Head of Learning to ensure regular reporting to funders. Work with the head of learning to design an annual knowledge share programme with international Adobe Residencies Programme partners.
  - **Advocacy:** Work with the Head of team to proactively advocate for the residency programme. Be a champion of the programme across the museum and industry to increase the scholarly and global reach of the programme. Represent the residency programme at conferences, openings and other industry events, as well as working across learning audiences to grow the programme at scale.
  - **Diversity and Inclusion:** Promote equality and diversity in all aspects of working and grow new audiences. Especially focusing on audiences who are facing barriers to engaging with contemporary practice. Also ensuring we are strategically recruiting residents with diverse backgrounds and lived experiences.
  - **Decision making and accountability:** Report to the Head of team and be accountable for the success of the relevant programmes, driving forward the strategy.
  - **Impact:** Ensure effective implementation of the Impact Framework across all programmes. Design, implement, measure and report key metrics to ensure the programme is reaching key target audiences, and adjust the programme as necessary.
  - **Knowledge:** Be up to date on contemporary art, design and/or performance industries, EDI in a cultural context and museum education.
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# What we're looking for

- Shares our Values of Sustainability, Equity, Creativity, Collaboration & Generosity
  - Is an experienced and confident project manager and strategic thinker in the cultural sector
  - Has experience in managing large, complex budgets and reporting to key, high profile stakeholders
  - Has experience with planning and delivering high profile workshops, taught sessions, and large events
  - Is confident being a programme champion across industry, nationally, and internationally
  - Experience working with and expanding diverse audiences at scale
  - Experience working with creative practitioners and artists
  - Is a confident and clear communicator to a wide range of audiences
  - Is detail orientated, proactive, and organised
  - Is passionate about expanding contemporary art and practice to underserved audiences
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# Why work here

We strive to integrate **equality, diversity, and inclusion** consistently and naturally into all our activities.

We are proud to be an **open, tolerant, and diverse** organisation. We want to do more to welcome a broader audience and develop a more diverse workforce.

We work closely with our **staff networks** to develop our employee experience.

The V&A values are **Equity, Sustainability, Generosity, Collaboration and Creativity.**

We are committed to a strict **zero tolerance policy on any discrimination, harassment or bullying.**

## **Disability Confident**

We are committed to guaranteeing an interview for applicants who declare they have a disability and meet the minimum criteria for the role.





# What we offer you

- **29** days of holiday + public holidays each year
- **5.5%** employee pension contribution, **10%** employer pension contribution (*post-probation*)
- Life assurance scheme (*to value of 4 x annual salary*)
- Family-friendly policies e.g. enhanced maternity + paid carers leave
- An interest-free loan for a travelcard, bike, or for a deposit if you're renting (*post-probation*)
- Free sanitary products for all employees across our sites
- Free entrance to many major museums and exhibitions
- Benefits platform offering discounts at major retailers
- Socials events, such as staff summer and Christmas parties
- An Employee Assistance Programme – free and confidential services to provide support
- Tickets to V&A exhibitions for you, your friends or family + 25% discount on V&A shops and cafes



# What next

**Apply here**

[Vacancies at the V&A · V&A](#)

**Application Deadline**

April 13

We operate anonymous shortlisting at the V&A. This means that the manager cannot see your name, contact information, or equality data when shortlisting your application.

We are a Disability Confident Employer offering guaranteed interviews to those who declare their disability and meet the job criteria under the Disability Confident Scheme.

**Interview/Assessment days** April 24<sup>th</sup> and 25<sup>th</sup>

**Potential Start Date** w/c May 27<sup>th</sup>

**Any Questions?**

Contact our Recruitment team at [careers@vam.ac.uk](mailto:careers@vam.ac.uk)



Thank you

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