

£33,460 - £37,471 per annum dependant upon experience.

CCT007

3rd March 2023

Cultural and Creative Team

37 hours

CV Life is seeking a Head of Collections to manage the collections and curatorial functions of the Culture Coventry Trust. You will be accountable for the strategic management of the museum and archive collections across all cultural venues by developing policies and strategies in line with sector standards. It will be your responsibility to manage items relating to the history of Coventry as well as our designated transport collections. You will lead a team that is at the centre of the Trust’s purpose, providing valuable stewardship and being responsible for the overall management, care, research and development of our collections, to grow and diversify our access and audiences to reflect the city we are part of.

This exciting role provides the opportunity to project manage the re-location of our stored collections to a new collections centre in the former IKEA building, along with The Arts Council and British Council collections, due to be completed in Autumn 2025. You will facilitate the move and rationalisation of collections as part of this process.

**Ideal Candidate will:**

-Have experience of managing heritage collections to a professional standard and leading and motivating a team.

- Project manage and deliver complex tasks on time and to budget.

- Widen access to heritage through innovative and relevant programmes.

- Be able to demonstrate your experience of managing budgets and fundraising.

- Be committed be increasing access to collections and contributing to CV Life’s wider ambitions to improve the lives of local communities through a place-based approach to working.

Flexible start and finish times and agile working is available.

Head of Collections Management

* Great development opportunities
* FREE health and fitness membership\*
* FREE health and fitness membership for a family member or friend\*
* FREE training for applicable roles
* DISCOUNTS on Centre activities\*
* FREE entry to venues\*
* Work for an inclusive culturally diverse organisation

*(\*not applicable to casual workers)*

**CULTURE COVENTRY TRUST**

For the latest job vacancies and application details visit www.cvlife.co.uk

If you have any enquiries, please contact our Human Resources Team

by emailing recruitment@cvlife.co.uk