

WOW



Appointment of

# Head of Curiosity



WINCHESTER  
SCIENCE CENTRE  
AND PLANETARIUM

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## Foreword from the Chief Executive

# Thank you.

Thank you for your interest in joining our team. It's a big decision to apply for a new role, to leave an existing job and to take the plunge to join a new organisation. There are so many unknowns when taking on a new job. What will my new boss be like? What is the organisation's culture like? If I need to take a day off will I be allowed? Can I work from home? Will there be regular cake in the office or staff room? Hopefully this document will answer some of those questions and demystify what working for our Charity is like.



Getting across the workplace culture of an organisation in a job advert or a job description is really hard, but if I had to sum up our workplace culture in one word I would choose – family. I often describe us as a family employer. We understand the pressures and needs of family life and especially after such troubling times. Our charity recognises that home life comes first and the Senior Management team and I are keen to reassure and encourage our colleagues to manage their work-life balance.

And then there's the work family. Everyone here knows their colleagues have got their backs. I am incredibly proud of our work family. Recent experiences have only cemented my belief that every member of the team here is looking out for their colleagues, wanting to help and going over and above to achieve this.

We are at an exciting point in the history of this charity. We are recovering from the pandemic, finding ourselves in a stable and secure financial position with a clear vision and mission to deliver upon and working together to make a difference to the world. We are looking for candidates that want come and not just work here, but to join our work family, help us to be impactful and contribute to better, more sustainable, happier, healthier lives through STEM.

Thank you again for your interest in the role. If you feel you share our family values and want to make a difference then I urge you to apply. We are incredibly motivated to make sure our staff represent the diverse audiences that we serve, so please do read the section on Equality, Diversity and Inclusion. If you have any questions, or would like an informal chat with me or one of the Senior Management team before you apply, please do speak to Laura.

Looking forward to meeting you,



PS. There regularly are amazing cakes in the office and staff room often baked by either Jennie or Lizi. They're really not good for the waistline but they taste so good!

# About the Charity

The pandemic has emphasised our strengths and our weaknesses; as a charity, a society, a nation and a global community. In the UK alone, it has drawn attention to the depth and breadth of inequality that exists based on our geography, race, ethnicity, age, health, wealth and education. It has also demonstrated the critically important role science, technology, engineering and maths (STEM) has played in overcoming such a crisis; to understand the virus, to forecast and measure its impact, to develop vaccines, to innovate, manufacture and distribute life-saving equipment, the list goes on.

It is not only the scientists and engineers who have to step up. We all do. Science literacy is an enabler and empowers us all to make informed choices. Our Charity is on a mission to inspire every child in science; because all our futures depend on it.

Winchester Science Centre has been sparking children's curiosity in STEM since it was founded in 1986.

We strive to remove social, cultural and intellectual barriers to inspire and engage all children in STEM, particularly those with a disability or impairment, so that we might raise children's aspirations and confidence, promote diversity and inclusion, and overcome inequality.

By sparking and harnessing children's curiosity in STEM, and by removing barriers to engagement, we believe children can develop the confidence, ambition and freedom to improve their own lives, the lives of others and ultimately life on Earth through STEM.

As experts in communicating STEM to children and families, we create 'WOW!' experiences that are fun, inclusive, immersive, interactive and accessible. Reaching out to children in innovative ways through our Science Centre, in schools, in communities and online, and through connecting and collaborating with Universities and industries.

We are resolute that our Charity has an important role to play in empowering future generations to lead the charge for change, to live healthier and more sustainable lives and to find the solutions to tackle the world's biggest challenges.

The pandemic threatened to derail all our plans; but it hasn't. Well-defined strategy, strong leadership, robust financial management and working together means we are now ready and eager to embark on the next critical phase of our Charity's development.

Find out more about our Charity's strategy, governance and achievements over the past year by [downloading a copy of our latest annual report](#).



# Strategy

Our vision

## SPARKING CURIOSITY

Our mission

## To build science capital for all

Our values

Quality

Together

Mission

Customers

Sustainability

Strategic objectives

Work collaboratively with new under-served communities removing barriers to engagement particularly for those living with a disability or impairment

Amazing people delivering awe inspiring STEM experiences for all

Use STEM to champion change to protect and heal our planet and inspire others to do the same

Diversification, sustainability and growth.



**WINCHESTER  
SCIENCE CENTRE  
AND PLANETARIUM**



# Equality, diversity and inclusion

Our charity is committed to breaking down barriers to STEM and wants to help everyone regardless of age, background, gender, sexual orientation, ethnicity, race, religion or belief, disability, impairment or any other protected characteristic to be in STEM.

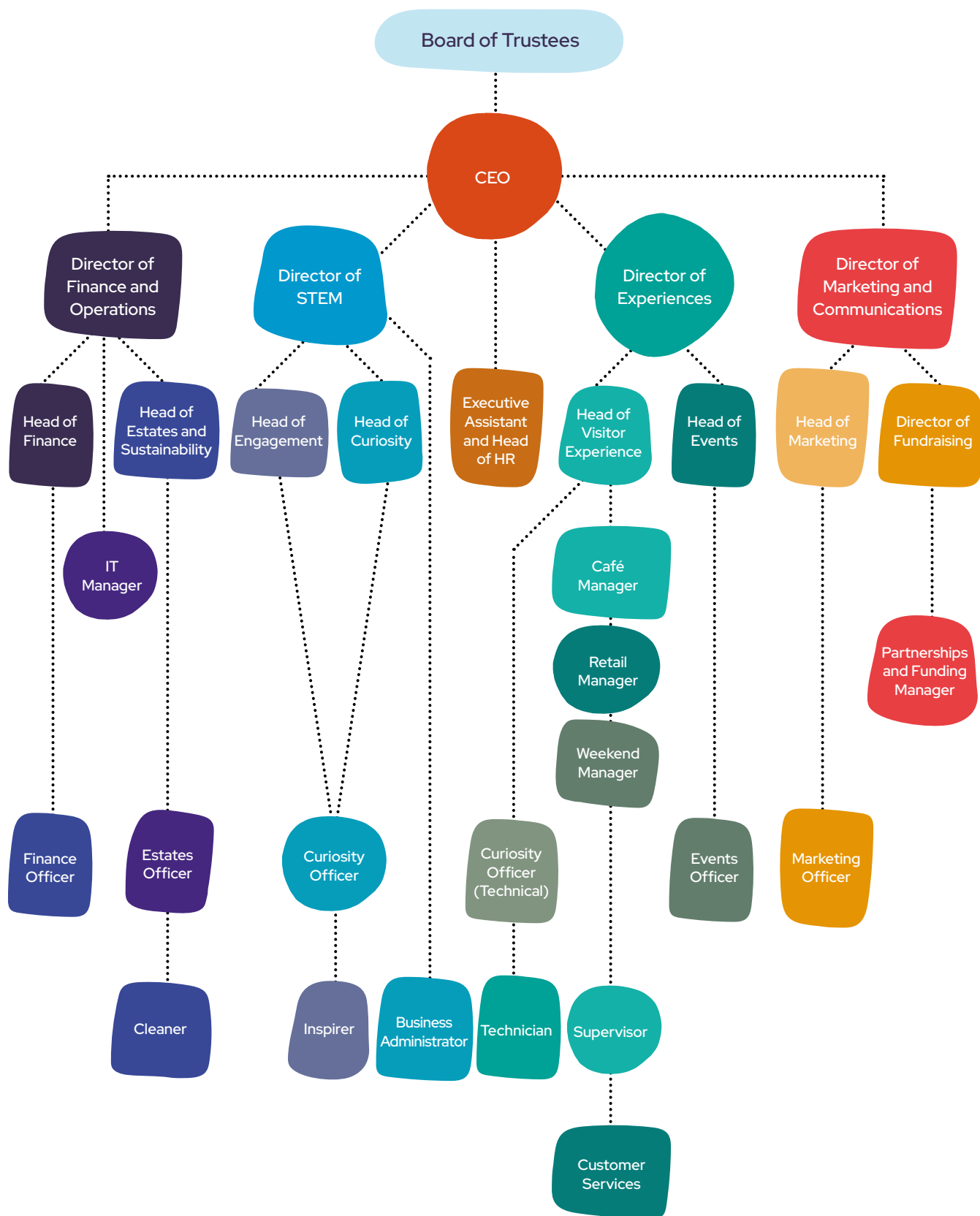
Equality and inclusion are at the heart of everything we do. We want to create a truly diverse and inclusive workplace. If you are disabled and have the essential skills and experience to do the job, we will invite you to an interview.

We recognise that through diversity our Charity can grow and we are committed to providing an inclusive recruitment process to support this. We want to work with a great team, with people who share our values and can make a huge contribution to sparking curiosity. We believe the team must reflect the diverse communities we work with so to support this, we are very willing to facilitate flexible working, changes to the infrastructure, systems and processes in order to welcome the most diverse candidates possible.

If you wish to have a conversation about accessibility, the role or the application process please do get in touch with Laura (see last page for contact details).



# Organisational structure



# Head of Curiosity

## Role purpose

This is an amazing opportunity to join a Charity at the start of a new strategy, with an evolved focus on equity and the natural sciences. The Head of Curiosity will be an outstanding leader, who will shape an inspirational team and position our Charity as a beacon of science public engagement across our sector. This is a career defining role. They will be a role model, responsible for managing a diverse and talented team of Curiosity Officers and Inspirers who develop and deliver the content curated by the Head of Curiosity. The post-holder will offer motivational and energetic leadership. They will lead by example, drive the Science Centre forward and set high standards for the science engagement team and wider organisation.

Winchester Science Centre has a fantastic public and schools programme, that have great potential to be expanded even further. We are passionate about delivering fun, accessible, immersive and educational programmes to young people, so we are seeking an inspirational science communicator to take on the role of Head of Curiosity. With the support of the Director of STEM Strategy, the post-holder will curate, develop, deliver and evaluate the live, person-led science engagement for all visitors to the Centre. They will have the creativity to devise new and develop the existing science programmes of the highest quality.

You will join our Charity's dynamic management team and work closely across departments to ensure epic science for all. Our science programme includes planetarium shows, science theatre shows, live science demonstration, hands-on workshops and activities, at the Centre and digitally. The venue offers use of the UK largest standalone planetarium, a 150-person theatre, smaller engagement stages, four learning rooms, two floors of exhibitions, as well as outside areas in the stunning South Downs National Park. This role is an excellent opportunity for the right candidate to use their management experience support our Charity to make a real difference to the lives of young people we work with.

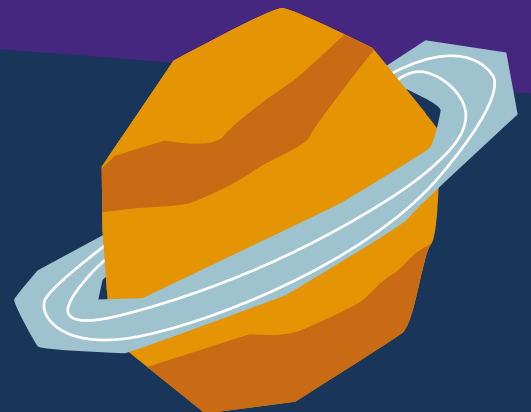
## Key objectives

- To pioneer a brand-new outdoor science engagement programme, that will showcase the natural sciences through dynamic science communication routes
- To be a leader for our established Curiosity Team, that will grow as your offer develops across the charity
- To transform an already successful science engagement programme, into an outstanding science communication platform, leaving a legacy for all science public engagement
- To join our management team and drive forward our Charity's ambitions to transition from a national to a world leader in equality and diversity in science engagement

# Key responsibilities

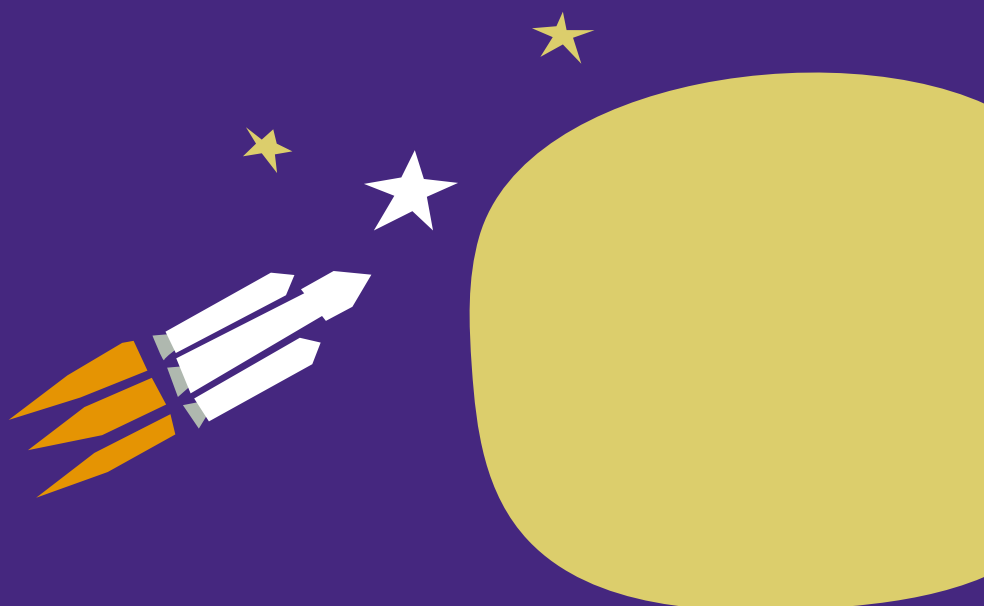
## Team management

- To line manage Curiosity Officers and to lead Inspirers
- To oversee and deliver high quality science communication training to team members across the Charity
- To directly report to the Director of STEM Strategy, and support further engagement internally with other Senior Managers and Trustees
- To manage the Curiosity and Planetarium budget, providing reports where needed and delivering surpluses for investment in the Charity
- To have a keen eye for detail in managing risks to ensure the sustainability and quality of the events programme
- To work closely with our Business Administrators, to ensure that our school-based audience can seamlessly take part in our school engagement routes
- To manage and expand the use of volunteers, interns and work experience individuals with support from the administration team



## Science lead

- To lead on a brand-new outdoor science programme, including supporting the Senior Managers with design, infrastructure and science communication needs for the new spaces
- To drive forward our high-quality science engagement programme across all engagement methods. This includes live science shows, hands-on workshops and activities, planetarium shows and outdoor science
- To ensure all science programmes are of the highest quality whilst also meeting targets and delivered in line with business plan
- To champion accessibility, to reach new audiences
- To reduce environmental impact and give clear positive environmental messaging in all our engagements
- To build and maintain professional partnerships with partners, funders, science communication networks, the media and audiences
- To evaluate and extend the science engagement programmes
- To maintain a comprehensive knowledge of key science concepts and science communication methods, with a passion for science innovation in education and the environment



## Management Team

- To be an essential member of the Management Team, directly contributing to the day-to-day running and future direction of the Charity, shaping its future with innovative science engagement ideas
- To work alongside the Head of Marketing to ensure the science programmes are well promoted and engage with the target audiences
- To collaborate with the Head of Visitor Experience, to ensure the Science Centre is managed across all areas
- To liaise with Head of Estates and Sustainability to ensure the highest standards of health and safety and safeguarding are maintained. You will spearhead the development of science communication spaces and embed a sustainable ethos across the offer and team
- To collaborate with the Head of Events to help deliver an events programme that supports the science enrichment aims of the Charity
- To work with the Director of Fundraising to support fundraising aspirations and deliver on our charitable objectives
- To liaise with Head of Finance to ensure your team is on budget, income generating streams are on target and budgets are created for future projects
- To ensure high quality communications are delivered to all stakeholders, notably with service provision contractors for the Planetarium, negotiating show licences and communications with exhibition collaboration partners

# Role specifics

## Head of Curiosity

**Line manager** Director of STEM Strategy

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**Working pattern** We are a family friendly organisation and support our employees to work flexibly to maintain a healthy work/life balance. We encourage open discussions with potential candidates on working hours. This role could be fulfilled somewhere between 30 and 37.5 hours (4-5 days) per week.

Please state on your application form your preferred number of hours. Salary and holiday will be pro-rated accordingly.

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**Salary** £32,000-£38,000 per annum depending on experience

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**Annual leave** 25 days plus bank holidays with the option to buy up to an additional five days. Please note, the post-holder is expected to work some bank and public holidays

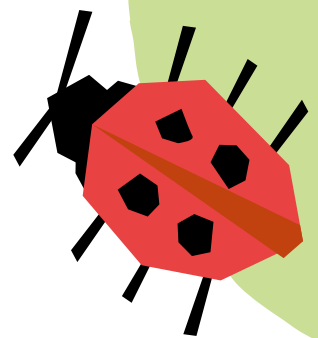
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**Closing date** 8th November at 9am  
Interview phase 1 (informal video call): 14th and 15th November  
Interview phase 2 (face to face): Between 22nd and 24th November

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### Benefits include:

- Opt-in cash back health scheme and employee assistance well-being helpline
- Cycle to Work Scheme
- Contributory pension
- Annual leave entitlement with the option to buy up to five days additional annual leave
- Annual inflationary pay rise (subject to charity performance)
- Flexible friendly working environment
- Paid for training and development opportunities by arrangement
- Working from home opportunity by arrangement
- Discounts in on-site café and shop
- Free entry for family and friends
- Rural location with beautiful views of the South Downs with immediate access for lunchtime strolls
- Flexible IT provided to support office and remote working
- Uniform supplied
- Free on-site parking
- Sick pay and maternity pay



# Application process

If you feel like you're the right person for the role, we'd love to hear from you and receive your application.

Please complete the editable PDF application form and send it, together with a cover letter, by email to [lauraollis@winchestersciencecentre.org](mailto:lauraollis@winchestersciencecentre.org). We will try to confirm receipt of every application and we'll individually review your application as soon as possible.

If you need any information in a different format or would like to apply in an alternative way, please get in touch. Contact Laura using the address above, or to speak to Laura in person please call the office on 01962 863 791 to book a call back.

Have we caught your eye, but you're still a little unsure? We welcome an informal discussion even if you are only considering applying for the role. Please do get in touch with Laura to arrange a brief informal and relaxed call with Emily, Director of STEM Strategy.

## What's next?

If you're successful in being shortlisted based on your application, we will arrange a time for you to swing by for a chat so we can get to know you better, and for you to get to know the WSC family for yourself.

We know interviews can be quite daunting but we're not here to catch you out - we just want to know what makes you brilliant, why you should be part of our growing family, and how you can support our charitable aims to make a difference. We can't wait to meet you!

