Job Description

**Job Title:** Learning Manager (3 days per week, permanent)

**Location:** London

**Reporting to:** General Manager, Group MD

**Work with:** London Learning Producer, Group MD and Amsterdam Learning Manager

**Salary:** £30k per annum, pro rata (with potential for growth in salary and time per week if additional funding secured)

**About Makerversity**

Makerversity creates pioneering communities of creative businesses. We provide workspace and making facilities for professionals. We believe in offering people of all ages opportunities to unlock their potential and explore the careers and industries related to making and creativity.

We have two sites - one in London, open since 2013 in the basement of the iconic Somerset House and now Amsterdam, recently opened on the Marineterrein site in the centre of the city.

**About our Learning Work**

We believe that not enough young people are given the opportunity to learn the valuable hard and soft skills that come from the practice of design and making. So alongside our spaces, we also run learning programmes for young people to inspire the next generation of creative and practical minds and increase the diversity of the creative industries. All Makerversity members (the businesses and professionals that use our coworking spaces) have the opportunity to play an active part in these programmes and are encouraged to pass on their experiences and expertise to others.

Our expertise lies in developing and producing fun engaging learning experiences for young people. We partner with youth organisations and educational institutions to recruit participants, this enables us to reach out to young people who need it most and to focus on what we do best, making and making things happen.

**About the Role**

We have recently gone through an exciting period of development and transition to move our learning work from reactive to more proactive, as well as the setup of our second location in Amsterdam. Our priority for October 2016 onwards is to further develop our learning work, especially with the 16+ age group, and we are now looking for a confident and experienced project manager and learning producer who can lead the delivery of our learning work in London.

This is a great opportunity for someone excited about maker education in London who is looking for a new challenge.
The main areas of responsibility are to:
- Develop relationships with partner organisations who can support with recruiting young people
- Manage relationships with our learning sponsors
- Deliver workshops with young people
- Run test workshops for our learning programmes
- Oversee all logistical set up for our learning programmes
- Increase the amount of Makerversity members who are involved in our learning programme
- Build our profile and credibility in the London and UK maker education scene
- Work with the Group MD and Amsterdam Learning Manager to share work and shape the future of MV learning across all sites
- Work with the Head of Partnerships and Group MD to secure external funding for our learning programmes

**Essential Experience/Qualities**
- Good knowledge and network of the STEM/design/maker education scene in London and UK
- Experienced creative learning facilitator
- Experience of managing projects and programmes with multiple partners
- Experience of working with youth organisations and young people in London and UK
- Comfortable working in a fast moving, startup environment
- A doer - practical, flexible, able to get stuff done.
- Excellent organisational and communications skills

**Desired**
- Experience in writing funding applications and pitching to private, public and third sector partners
- Communications and marketing experience
- Design skills

**Application process:**

Please send a copy of your CV, a covering letter highlighting how you meet the job criteria, and an outline of a workshop that you would like to run for 10 young people at Makerversity given a maximum budget of £5,000.

All documents to be emailed to [jobs@makerversity.org](mailto:jobs@makerversity.org) by 4th November 2016

We will be holding interviews the week of 14th November 2016

If you have any questions drop us an email at [jobs@makerversity.org](mailto:jobs@makerversity.org)