

## **E-update for London's Museums – 25 January 2021**

**England is currently in lockdown**, therefore museums and galleries must **remain closed to the public**. This lockdown is scheduled to last for at least 7 weeks overall, with measures to be reviewed during half-term week. Any relaxation would likely not come into effect before 22 February. You can get a full overview of the restrictions for this lockdown on the [Gov.uk website](#).

**There has been further clarification about the criteria for the second round of the Culture Recovery Fund, which closes tomorrow on Tuesday 26 January at midday**. The programme aims to support cultural organisations from April – June 2021 as they transition back to a viable and sustainable operating model. Accredited museums can apply to this fund, with £25,000 being the minimum grant amount you can apply for. **DCMS have provided clarification about the stipulations that organisations can only apply for 25% of their annual turnover, also only up to 50% of any award that was made to them under Round 1 of the Culture Recovery Fund**. They have clarified that they see this as an expectation rather than a fixed requirement. They recognise that some organisations will need more than this and applicants can ask for it if they can set out a case (including on seasonality of income). Meanwhile, **Arts Council England has updated the FAQs on their website with information about how to treat lockdowns and tiers**. The key information can be found in the questions “**What should we assume about tiers or local lockdowns?**” and “**Have the social distancing assumptions for April to June costs changed since the national lockdown?**”. Applications for the second round are open, with a **deadline of tomorrow, midday Tuesday 26 January**. You can find all of the information about the grants [on Arts Council's website](#). You can find the [full guidance here](#), including eligibility.

**The National Lottery Heritage Fund will also be distributing a further £36m through the Culture Recovery Fund to organisations in England**, in partnership with Historic England. Non accredited museums can apply to this fund, with grants of between £10,000 and £3m to support organisations. The fund is now open for applications and **you can apply until tomorrow, Tuesday 26 January 2021**. You can find the full information, and how to apply, [on their website](#).

In response to the lockdown, the **Chancellor announced a related £4.6bn relief package for UK retail, hospitality and leisure sectors**. Businesses in those sectors of the economy will receive grants of up to £9,000, depending on their rateable value. This help is in addition to **the furlough scheme being extended until the end of April**. You can find more information [on the Gov.uk website](#). If you are eligible for the grant, you will be able to apply through your local authority.

**Arts Council England's relaunched National Lottery Project Grants** have been designed to help fund organisations, creative practitioners and freelancers as quickly as possible. New supplementary guidance for museums can be found [on their website](#). In addition, from 5 October until March 2021, NPOs will be eligible to apply

to National Lottery Project Grants for activities over £15,000. Further details about the National Lottery Project Grants [can be found below](#).

**Nesta's social investment funds open for enquiries from museums.** Nesta Arts & Culture Finance offers flexible repayable finance to socially-driven arts and heritage organisations including museums across the UK, with the aim to support financial resilience and promote the positive impact of the sector. Two social impact investment funds are currently open for enquiries, with loans and blended loan and grant packages ranging from £25,000 to £1 million available for a range of purposes (e.g. developing new income streams, capital projects, working capital). Further information can be found [on their website](#), including examples of [Investment case studies \(including museums\)](#).

There are [still spaces for an event on Wednesday 27 January](#) **'Keeping on, Keeping on! London museums discussion forum about strategies to manage and adapt during Covid'**. We have a new series of Marketing training courses in our [Digital Futures](#) and [Skills Plus](#) training programmes, including **Strategic Marketing Planning, Re-engaging with your Audiences** and **PR – Demystified**. We also have a number of training sessions open for bookings in our [Strong and Safe](#) programme, including **'Building Your Personal Resilience'** and **'Community Engagement During Covid'**. You can find more of our training [advertised below](#).

**We have new video resources on [our YouTube channel](#).** These include recordings of sessions such as ['Podcasting for Museums'](#) and tutorials including ['Developing a Strategic Approach to Digital'](#), and ['Video Editing'](#). We also have recordings of training sessions such as, ['Planning for Alternative Futures'](#) and a series of training sessions on [using social media](#). Don't forget to [subscribe to our YouTube channel](#) and to click the notification button to be notified of when we release new videos.

We will continue to offer one-to-one advice to museums from their [local MDO](#) and [specialists](#) on Organisational Health, Audiences, Digital Technologies and Collections. You can find the support you need [on this page](#).

1. **[Sector News](#):** National Lockdown; ACE Culture Recovery Fund; NLHF Culture Recovery Fund for Heritage; 4.6bn relief package; VisitBritain's 2021 tourism forecast; New DCMS research; Disposals procedures and Accreditation; Furlough Scheme; Sir Nicholas Serota reappointed as Chair of ACE; Trump Baby blimp; Volunteering Conference; Keeping on, Keeping on!; Updates to DCMS advice around volunteering; MA's Redundancy Hub; Culture at Risk; DCMS Coronavirus Bulletin
2. **[Funding and Funding Support](#):** ACE Culture Recovery Fund; NLHF Culture Recovery Fund for Heritage; £4.6bn relief package; National Lottery Project Grants; Nesta's social investment funds; NLHF 'Steps to Sustainability'; AIM Hallmarks Awards; AIM Pilgrim Conservation Care Grants; Art Fund grants for Student opportunities; Community Infrastructure Levy Neighbourhood Fund; National Lottery Community Fund; Pay it Forward platform; Trusts and Foundations for London Museums resource

3. [Training, advice and resources](#): An Introduction to Rights Management; Understanding online audiences; Strategic Marketing Planning; Re-engaging with your Audiences; PR – Demystified; Building Your Personal Resilience; Collection Cares; Unwelcome surprises?; Resources for planning for post Covid re-opening; Brexit guidance; Brexit Guidance Hub; Autism in Museums; Equality Diversity and Inclusion Resources; Ticketing resource; ACE Resources on Government and Wider Support
  4. [Job Vacancies](#): Curator; Museum Curator; Digital Engagement Officer; Director (Chief Executive)
  5. [Heritage in Lockdown](#): MOSJ online talks; New EPOS system
- 

## 1. Sector News [\(to top\)](#)

### National Lockdown

[England is still in lockdown](#). Therefore museums and galleries must remain closed to the public. This lockdown is scheduled to last for at least 7 weeks, with measures to be reviewed during half-term week. Any relaxation would likely not come into effect before 22 February. You can get a full overview of the restrictions for this lockdown on the [Gov.uk website](#).

### ACE Culture Recovery Fund: Second Round open

There has been further clarification about the criteria for the [second round of the Culture Recovery Fund](#), which closes tomorrow, Tuesday 26 January at midday. The programme aims to support cultural organisations from April – June 2021 as they transition back to a viable and sustainable operating model. Accredited museums can apply to this fund, with £25,000 being the minimum grant amount you can apply for. DCMS have provided clarification about the stipulations that organisations can only apply for 25% of their annual turnover and/or 50% of any award that was made to them under Round 1 of the Culture Recovery Fund. They have clarified that they see this as an expectation rather than a fixed requirement. They recognise that some organisations will need more than this and applicants can ask for it if they can set out a case (including on seasonality of income). Meanwhile, Arts Council England has [updated the FAQs on their website](#) with information about how to treat lockdowns and tiers. The key information can be found in the questions “What should we assume about tiers or local lockdowns?” and “Have the social distancing assumptions for April to June costs changed since the national lockdown?”. Applications for the second round are open, with a deadline of tomorrow, midday Tuesday 26 January. You can find all of the information about the grants [on Arts Council's website](#). You can find the [full guidance here](#), including eligibility.

### NLHF Culture Recovery Fund for Heritage: Second Round open

The National Lottery Heritage Fund will also be distributing a further £36m through the Culture Recovery Fund to organisations in England, in partnership with Historic England. Non accredited museums can apply to this fund, with grants of between £10,000 and £3m to support organisations. The fund is now open for applications

and you can apply any time from then until tomorrow, 26 January 2021. You can find the full information, and how to apply, [on their website](#).

### **£4.6bn relief package for retail, hospitality and leisure sectors**

The Chancellor [announced a £4.6bn relief package](#) for UK retail, hospitality and leisure sectors, to support businesses through the current lockdown. Businesses in those sectors of the economy will receive grants of up to £9,000, depending on their rateable value. This help is in addition to the furlough scheme which has been extended until the end of April. These one-off grants to closed businesses will mean up to £4,000 for premises with a rateable value of £15,000 or under, £6,000 for those worth between £15,000 and £51,000, and £9,000 for properties valued at over £51,000. You can find more information [on the Gov.uk website](#). If you are eligible for the grant, you will be able to apply through your local authority.

### **VisitBritain's 2021 tourism forecast**

Their "central scenario for inbound tourism in 2021 is for 16.9 million visits, up 73% on 2020 but only 41% of the 2019 level; and £9.0 billion to be spent by inbound tourists, up 59% on 2020 but only 32% of the 2019 level". You can find more information about the forecast [on their website](#).

### **Benefits of culture and heritage to be quantified in new DCMS research**

"A new report published by DCMS, '[Valuing Culture and Heritage Capital: A Framework Towards Informing Decision Making](#)', outlines how a new approach will be taken and an evidence base built to support private and public investments in the sector." Read the full article [on the M+H Advisor](#).

### **Disposals procedures and Accreditation**

In such times of increasing financial, time and staffing pressures there have been a few enquiries coming in to the team at London Museum Development concerning potential disposals and how to manage this if the proposed disposal is to be sold, rather than offered to other museums. Arts Council England sets out the risk involved with this approach here:

'On occasion a museum may wish to sell an item for financial reasons. This is a high risk area. In these cases, they should be aware of our statement regarding the unethical sale of objects from collections. If a museum believes they have a legitimate reason to sell an item, they should review the Disposal Toolkit and Appendix and also contact both the Museums Association and their Accreditation Assessing Organisation (ACE Accreditation Manager as on your Award letter) for guidance before making any irreversible decisions.'

So do follow the procedures set out in your own Collections Development Policy (CDP) in the first instance. It is worth checking that yours uses the up to date template even if not being asked currently to assess items for disposal. On the Collections Trust Accreditation resources website, it states that your CDP needs to include 'themes and priorities for rationalisation and disposal; and information about the legal and ethical framework for acquiring and disposing of items', among other items. See the [2014 dated template still](#).

Then you need to:

1. Use ACE Disposals Toolkit and its Appendix: <https://www.artscouncil.org.uk/supporting-museums/disposal-collections#section-1> to review the disposal
2. Mention it to your MDO so that we are aware of the potential disposal and can advise you.
3. Contact both Arts Council England at [Accreditation@artscouncil.org.uk](mailto:Accreditation@artscouncil.org.uk) and Museums Association's Alistair Brown at [alistair@museumsassociation.org](mailto:alistair@museumsassociation.org) to discuss before any decisions are made.
4. You may then submit a First Contact form, based on their advice, to be found on the ACE link above.
5. Only proceed once you have a reply from both ACE and MA, you may be asked to complete a Compliance report.

### **Furlough Scheme**

The [furlough scheme](#) has been extended to the end of April 2021. Currently the government will extend furlough payments at the original 80%, up to a maximum of £2,500 per employee. Employers will only need to cover pension and National Insurance contributions during the month of November, but can top up the remaining 20% of their staff salaries if they wish. To be eligible for this extension, employees must have been on the payroll by 30 October 2020, but they do not need to have been furloughed before that date. Workers who were made redundant in advance of the planned end of the furlough scheme on 31 October can be rehired under the current furlough extension. The relevant section is 2.4 in the policy paper which [can be found here](#).

### **Sir Nicholas Serota reappointed as Chair of Arts Council England**

“Sir Nicholas Serota has been reappointed by the Secretary of State for Digital, Culture, Media and Sport as Chair of Arts Council England for four years from 01 February 2021 to 31 January 2025.” Read [more on Gov.uk](#).

### **Trump Baby blimp acquired by the Museum of London**

“The Museum of London has acquired the Trump Baby blimp, a six-metre-high inflatable caricature of US president Donald Trump that debuted during 2018 protests against Trump’s first presidential visit to the UK.” Read the [full story on the Museums Journal](#).

### **Volunteering Conference – Museum of London**

Wednesday 17 March 2021, 10am – 3pm, online via Zoom

Book via Eventbrite [here](#).

Contact [volunteering@museumoflondon.org.uk](mailto:volunteering@museumoflondon.org.uk) with any questions

Join us on Wednesday 17 March 2021 for the online Museum of London

Volunteering Conference! Timings and speakers will be announced shortly but there will be three sessions over the course of the day focusing on the following topics:

Volunteering Strategies, Remote Volunteering, Partnerships and diversity in volunteering.

### **Keeping on, Keeping on! London Museums discussion forum about strategies to manage and adapt during Covid**

Wednesday 27 January 2021

Online event: 2.00 pm – 4.00 pm



This event will give you a chance to listen to presentations from colleagues, outlining how they are currently coping with the ongoing Covid crisis and to take part in an online discussion to share your thoughts, concerns and ideas with colleagues.

Confirmed speakers:

- Dr Cindy Sughrue, OBE, Director, Charles Dickens Museum of London
- Dave Green, Director, Florence Nightingale Museum
- Emma Roberts, Tech Champion, e-commerce and merchandising, Digital Culture Network
- Liz Power, Director, London Museum of Water and Steam
- Vicky Carroll, Director, Museum of Freemasonry

Bookings for this event will open via the e-update for Monday 11<sup>th</sup> January – please complete the [booking form](#) to secure your place.

### **Updates to DCMS advice around volunteering**

DCMS has made a number of updates to their advice and regulations around volunteering, this includes '[Enabling safe and effective volunteering during coronavirus](#)', '[Coronavirus: How to help safely](#)' and '[Volunteer placements, rights and expenses](#)'.

### **Museum Association's Redundancy Hub**

The MA has launched a Redundancy Hub, offering support and resources for people going through redundancy. You can find the hub [on the MA's website](#).

### **Culture at Risk**

The Mayor's Culture at Risk office is working with the culture and the creative industries to ensure those affected by the COVID-19 crisis get the support they need. You can register with them to help them provide you with the right type of support and keep you up to date with news on resources, funds and guidance. You can find the registration information [on their website](#). You will also be able find information on the resources available to the cultural sector, [on the same page](#).

### **DCMS Coronavirus Bulletin**

You can find the [DCMS Coronavirus Bulletin for 11 January here](#).

## **2. Funding and Funding Support [\(to top\)](#)**

### **ACE Culture Recovery Fund: Second Round open**

There has been further clarification about the criteria for the [second round of the Culture Recovery Fund](#), which closes tomorrow, Tuesday 26 January at midday. The programme aims to support cultural organisations from April – June 2021 as they transition back to a viable and sustainable operating model. Accredited museums can apply to this fund, with £25,000 being the minimum grant amount you can apply for. DCMS have provided clarification about the stipulations that organisations can only apply for 25% of their annual turnover and/or 50% of any award that was made to them under Round 1 of the Culture Recovery Fund. They have clarified that they see this as an expectation rather than a fixed requirement. They recognise that some organisations will need more than this and applicants can ask for it if they can set out a case (including on seasonality of income). Meanwhile, Arts Council England has [updated the FAQs on their website](#) with information about how to treat lockdowns and tiers. The key information can be found in the questions "What should we

assume about tiers or local lockdowns?” and “Have the social distancing assumptions for April to June costs changed since the national lockdown?”. Applications for the second round are open, with a deadline of tomorrow, midday Tuesday 26 January. You can find all of the information about the grants [on Arts Council's website](#). You can find the [full guidance here](#), including eligibility.

### **NLHF Culture Recovery Fund for Heritage: Second Round open**

The National Lottery Heritage Fund will also be distributing a further £36m through the Culture Recovery Fund to organisations in England, in partnership with Historic England. Non accredited museums can apply to this fund, with grants of between £10,000 and £3m to support organisations. The fund is now open for applications and you can apply until tomorrow, 26 January 2021. You can find the full information, and how to apply, [on their website](#).

### **£4.6bn relief package for retail, hospitality and leisure sectors**

The Chancellor has [announced a £4.6bn relief package](#) for UK retail, hospitality and leisure sectors, to support businesses through the current lockdown. Businesses in those sectors of the economy will receive grants of up to £9,000, depending on their rateable value. This help is in addition to the furlough scheme which has been extended until the end of April. These one-off grants to closed businesses will mean up to £4,000 for premises with a rateable value of £15,000 or under, £6,000 for those worth between £15,000 and £51,000, and £9,000 for properties valued at over £51,000. You can find more information [on the Gov.uk website](#). If you are eligible for the grant, you will be able to apply through your local authority.

### **New government funding has been launched for Windrush Day celebrations**

The fund is £500,000 and the minimum to apply for is £2,500 and max. £25,000. For applications for funding for Windrush Day 2021, the Department is particularly keen to hear from projects who can:

- Record the memories and testimonies to preserve and share the stories and experiences of the Windrush Generation;
- Undertake activities in partnership with schools, for example, assemblies, workshops, education trips and creative project work
- Organise celebratory events for the wider Caribbean community and the Windrush Generation

Online bidder workshops will be taking place on 2 February and 11 February 2021 to provide information to organisations looking to apply to the scheme. For further details, please email [windrushprojects@communities.gov.uk](mailto:windrushprojects@communities.gov.uk), including 'bidder workshop' in the subject line. You can find more information [on the Gov.uk website](#).

### **Arts Council England's National Lottery Project Grants**

ACE have now re-opened the National Lottery Project Grants, with a budget of £59.8 million available until April 2021. They have prioritised reopening this programme to help fund independent organisations, creative practitioners and freelancers as quickly as possible. The available grants range from between £1,000 - £100,000, with a number of changes made to the fund - including organisations no longer needing 10% matched funding to apply. Additionally, from 5 October until March 2021, NPOs will be eligible to apply to National Lottery Project Grants for activities over £15,000. You can find further information about all of the changes to the National Lottery Project Grants [on their website](#). ACE has [updated the Museums information sheet](#) for the grants, with information for museums looking to apply for funding. ACE says that projects must “involve and benefit at least one Accredited

museum, its work and its visitors". These projects can focus on a wide range of areas such as programming, digital work or touring, but they must involve some element of public engagement. You can find new supplementary guidance for the grants [on their website](#) and the [updated application guidance here](#). The grants remain in two streams, under £15,000 and over £15,000, where possible they will notify applicants of the outcome of their application more quickly than the standard turnarounds of six weeks (for applications under £15,000) and 12 weeks (for applications over £15,000). ACE has also [updated their helpful FAQ section](#), covering some of the commonly asked questions regarding the changes to Project Grants.

### **Nesta's social investment funds open for enquiries from museums**

Nesta Arts & Culture Finance offers flexible repayable finance to socially-driven arts and heritage organisations including museums across the UK, with the aim to support financial resilience and promote the positive impact of the sector. Two social impact investment funds are currently open for enquiries, with loans and blended loan and grant packages ranging from £25,000 to £1 million available for a range of purposes (e.g. developing new income streams, capital projects, working capital). Further information can be found [on their website](#), including examples of [Investment case studies \(including museums\)](#).

### **NLHF 'Steps to Sustainability - Building a Sustainable Heritage Sector'**

If you are working or volunteering in a heritage organisation in the UK, you have the opportunity to secure up to £10,000 to develop and launch a new enterprising idea with the National Lottery Heritage Fund's 'Steps to Sustainability'. This opportunity will provide a pathway for 60 heritage organisations across the UK to be ambitious, forward thinking and deliver exciting new projects. Participants will bring a business idea to the programme which they will develop for the duration of the programme and unlock funding of up to £10,000 to enable its success. Organisations from London will be able to apply through Round 2, which opens in January 2021. You can [find further information here](#).

### **AIM Hallmarks Awards**

Grants of up to £10K available to support projects addressing AIM's new Tackling Inequality Hallmark. The closing date for this stream is 31 January 2021. You can find out more and apply [on their website](#).

### **AIM Pilgrim Conservation Care Grants**

The Pilgrim Conservation Care grants support small to medium sized museums to care for their collections more effectively and efficiently and to meet the standards required for Accreditation. Closing date for next round is 31 March 2021. Find out more and apply [on their website](#).

### **Art Fund grants for Student opportunities**

Student Opportunities benefit both museums and galleries and students in a range of exciting and transformative ways. Students can explore an interest in the arts alongside future career options, while providing organisations with a skilled and accountable resource. Art Fund will consider applications for up to £10,000 and they will consider 100% funding towards the costs associated with paying students for their time to help cultural organisations deliver projects. Further information about this fund can be found [on their website](#).



### **Community Infrastructure Levy Neighbourhood Fund**

The Community Infrastructure Levy (CIL) Regulations require that the Community Infrastructure Levy Neighbourhood Fund (CILNF) be used to support the development of the neighbourhood. The scope of projects that can be funded by the CILNF is wider than that for general CIL funds and includes:

- The provision, improvement, replacement, operation or maintenance of infrastructure.
- Anything else that is concerned with addressing the demands that development places on an area.

You can find out more information about this fund, including how much funding you can apply for and the process of applying, [on the City of London website](#).

### **National Lottery Community Fund**

This Government grants scheme prioritises funding projects and organisations supporting communities through the pandemic. Grants available from £300 to £100,000. You can find more information [on their website](#).

### **Pay it Forward platform**

Pay it Forward gives Londoners a chance to support their favourite small businesses – from grassroots music venues and community theatres, to independent galleries and fashion studios, and everything in between. Businesses offer customers the option to pay for future goods and services – with no fees or transaction costs. To date, over 740 businesses have signed up, with 112 live campaigns and pledges from over 1,600 Londoners. You can [find out more and sign up online](#).

### **Trusts and Foundations for London Museums resource**

London Museum Development has compiled an Excel spreadsheet which highlights a large number of the trusts and foundations which offer funding and support for the museum sector. We began compiling this document before Covid-19, so some of the funds may not be running this financial year. Still, the resource will be incredibly useful when looking for funding streams for your work. You can [download the Excel spreadsheet here](#), along with a [number of our other resources](#).

## **3. Training, advice and resources [\(to top\)](#)**

Don't forget to [subscribe to our YouTube channel](#), where we will be posting recordings of the majority of our sessions, and to click the notification button to be notified of when we release new videos. You can view recordings of our [past training sessions here](#) and our [Tutorial Videos here](#).

### **London Museum Development: Digital Training An Introduction to Rights Management**

Tuesday 23 February, 10:30am - 12pm

Online, via Zoom

In this bitesize session we will review the Spectrum 5.0 Rights management procedure, which can help your museum manage rights identified in your collection. Managing intellectual property rights is an important aspect of collections management and is becoming increasingly relevant as museums work to get more of their collections online. Delegates will be encouraged to participate by asking questions as well as sharing how they approach the management of rights, for

example copyright, at their museum. You can find out more about the session, and book a place, [on our website](#).

### **London Museum Development: Digital Training** **Understanding online audiences**

Friday 12 February, 10:50am - 1:30pm

Online, via Zoom

This session, delivered by Chris Unitt, will provide an introduction to using digital analytics and user testing within the setting of a museum or gallery. Participants will learn how to collect data and insights using tried and trusted methods, and free and low cost tools. Participants will be able to use this improved understanding of their online audiences to improve communications, website user experience, and more. You can find out more about the session, and book a place, [on our website](#).

### **London Museum Development: Skills Plus and Digital Training** **Strategic Marketing Planning**

Tuesday 09 March, 10am – 12pm

Online, via Zoom

This online training session will take you through the marketing planning process in light of the ongoing Covid-19 pandemic. It will help you to refocus on your vision/mission, identifying any 'mission drift' and review your plans to ensure they are relevant given the huge disruption we are experiencing. This course will provide clarity on how your purpose informs your planning. It will provide tools and frameworks to structure your strategic marketing planning. Finally, it will provide insight into how to make your planning SMART and agile to respond to a period of disruption. You can find out more about the session, and book a place, [on our website](#).

### **London Museum Development: Skills Plus and Digital Training** **Re-engaging with your Audiences**

Wednesday 10 March, 10am – 12pm

Online, via Zoom

Take some time to review your audience engagement. Who have you been connecting with during lockdown? Who has slipped through the net? Which new audiences would you like to engage? This workshop will help you think through how you are engaging your audiences, volunteers and community and identify new ways to build relationships with them. Christina Lister is a marketing and audience development consultant working with museums, heritage sites and cultural organisations. Christina empowers organisations to develop and execute marketing that connects to audiences with purpose and impact, by delivering training, facilitating workshops and developing strategy. You can find out more about the session, and book a place, [on our website](#).

### **London Museum Development: Skills Plus and Digital Training** **PR – Demystified**

Thursday 11 March, 10am – 12pm

Online, via Zoom

PR can seem mysterious to some and unattainable to others, as most organisations don't have a dedicated PR expert on the team. In this session, you'll gain an understanding of the power of PR and what simple things you can do to raise your profile. You'll look at: How to work with the media; what makes a story and why your story should be covered. The process of getting media attention - the purpose of a

good press release and what it should cover. And you'll explore the kind of content press and media want from you, key timings, and how to build relationships with local press. You can find out more about the session, and book a place, [on our website](#).

### **London Museum Development: Strong and Safe Building Your Personal Resilience - Time to look after yourself!**

Thursday 04 February 2021, 12.30pm until 1.30pm and Thursday 11th February 2021, 12.30pm until 1.30pm

Two practical, lunchtime Zoom workshops to refresh your personal resilience, come along to both or either workshops! These interactive on-line workshops will give you some time to look after and refresh yourself, ready for the challenges and changes of the New Year, including the challenges created by COVID-19. They comprise a series of exercises designed to develop your resilience skills, tweak your habitual behaviours and provide techniques that you can use in the future and pass on to your colleagues...like a gym for your resilience! You can find out more about the session, and book a place, [on our website](#).

### **Regional Collection Care Training Collection Cares**

Thursday 28 January 2021, 10.30 – 11.30am via Zoom

The main theme for this session is "Coping with collection care during the pandemic". Our guest contributors will be Alison Duke, Collections Manager from The Foundling Museum & Sofie Davis, Interpretation Officer from Keats House, with Libby Finney, Regional Collection Care Development Officer facilitating discussion and available for further queries / advice. This is the first in a series of informal "Collection Cares" sessions, in which there is the opportunity to raise and discuss collection care concerns and how we can resolve them together. These skills-sharing sessions will be led by staff and volunteers from museums who have first-hand experience of the subjects being discussed. We hope that you will find these short sessions interactive and informal, where you can gain new insights from our guests and fellow participants and catch up with regional colleagues. The group will be kept quite small to enable a more informal and interactive approach. So if you have missed sharing ideas and catching up with fellow museum folk over lunch and coffee on our training courses, then please come along to 'Collection Cares' and join in with the conversation. If you would like to join in, please email Libby Finney on [colcaretraining@museumoflondon.org.uk](mailto:colcaretraining@museumoflondon.org.uk) and confirm you would like to attend. Acceptance is on a first come first served basis and as the group numbers will be kept small, it is advisable to confirm early. Final deadline for taking bookings is 25 January 2021.

### **Regional Collection Care Training Unwelcome surprises?**

04 February and 04 March, 10am - 12pm

Have you ever considered there may be unrecorded object hazards lurking in your museum's store? Do you worry about knowing what to look for or where to begin? Does the thought of discovering object hazards in your store fill you with trepidation? If so, these introductory level on-line courses will help you become more proficient in a range of commonly encountered hazards, recognise the types of objects with which they are often associated, understand the kinds of risks arising from using these hazardous objects, and know what to do and what not to do with your collections. Your tutor for both courses will be Larry Carr.

04 February 2021 from 10.00 – 12.00

Session 1 - Collections hazards and where to find them

In part one of this course you will learn about a range of commonly encountered hazards in museum objects. Various examples will be shown and discussed.

04 March 2021 from 10.00 – 12.00

Session 2 - Staying safe with collections hazards

In part two of this course you will develop your knowledge of commonly encountered hazards in museum collections. The focus will be on how to evaluate and manage risks and decide what to do and what not to do with hazardous objects. There will be ample opportunity for general questions during both sessions, but if you have queries about specific issues, we would ask that you submit them in advance.

If you would like a booking form for either or both of these courses, please email Libby on [colcaretraining@museumoflondon.org.uk](mailto:colcaretraining@museumoflondon.org.uk). We look forward to seeing you soon.

### **Resources for planning for post Covid re-opening**

London Museum Development has created a helpful PDF to use when planning your re-opening, post lockdown, which signposts useful links to resources and articles around re-opening. We will be regularly updating this resource, as more information about how the lockdown will be lifted is published, so do refer back to it as your planning develops. You can find the resource [on our 'Resources' page](#).

### **Arts, Culture and Heritage Sector after Brexit guidance**

Now that the UK has left the EU, the government has guidance for those working in the arts, culture and heritage sector from 01 January 2021. You can find the guidance [on the gov.uk website](#).

### **Brexit Guidance Hub**

The Heritage Alliance launched a Brexit guidance hub, designed to help the heritage sector prepare for the end of the transition period. They are still updating this hub regularly, so we recommend you check back on it over the coming months. You [can find it here](#).

### **Autism in Museums**

Autism in Museums has a new monthly newsletter to help you keep up to date with the latest autism museum events and training. The newsletter also highlights the latest blogs on the website which often share best practice and case studies. You can sign up using the link below. Autism in Museums also welcomes inclusions to the newsletter and blog ideas on autism related work you may be currently doing or planning in the future. Please visit the blog to get an idea of the current topics - <https://www.autisminmuseums.com/blog/>. You can contact them on [info@autisminmuseums.com](mailto:info@autisminmuseums.com) for more information.

### **Equality Diversity and Inclusion Resources**

The West Midlands Museum Development have released a number of resources to support individuals and museums with equality, diversity and inclusion. You can find these resources [on their website](#).

### **Digital Culture Network - Ticketing resource**

Myself (Alec Ward, Digital and Communications for London Museum Development), and South West Museum Development's Digital Engagement Officer, Rachel Cartwright, identified the need for a resource to help museums navigate options for online ticketing and timed entry. We reached out to Nick Kime, Digital Culture Network Tech Champion (ticketing specialist) who has created a museum specific resource. A must-read if you are choosing an online system and what considerations to make when thinking about reopening, managing visitor numbers and personal information collection and storage for NHS Test and Trace. [Download the resource](#). To find out more about how the Digital Culture Network can support you please visit [www.artscouncil.org.uk/dcn](http://www.artscouncil.org.uk/dcn).

### **ACE Resources on Government and Wider Support**

Arts Council England have a central resource setting out available Government and wider support for [organisations](#) and [individuals](#) relevant to the cultural sector. These pages are continually updated and are produced in consultation with DCMS.

## **4. Job Vacancies [\(to top\)](#)**

### **Curator**

#### **Bank of England Museum**

We are looking for an experienced candidate to take on the important role as Curator of the Bank of England Museum. This is a key leadership role within the Museum with responsibility for all of its displays and exhibitions, both physical and digital. The jobholder will occupy the post during an important time for the Museum ahead of its planned reopening in late 2021. They will be responsible, alongside the Collections and Exhibitions Manager and the Head of Outreach & Education, for overseeing the development of new content. This is a 9-month maternity cover contract.

**Salary:** £30,000 to £36,000 (subject to experience and skillset)

**Closing date:** Tuesday 02 February

**To apply:** For more information, please [visit their website](#).

### **Museum Curator**

#### **Kingston Museum**

The role of the Curator is to curate and interpret the heritage of the borough by engaging with the communities of Kingston. The Curator will develop, manage, preserve and interpret existing collections, overseeing cataloguing to the required standards in order to maintain museum accreditation which will include training and supporting volunteers. Through outreach and engagement the Curator will seek to make the collections of the Royal Borough of Kingston upon Thames accessible and relevant to the widest possible audience, whilst also collecting diverse narratives to ensure the collections reflect current communities. The role is an 18 hour per week job share role, fixed term for two years. One regular evening per week and one in four Saturdays are required. The working days are half a day Wednesday and all day Thursday and Friday.

**Salary:** £15,778 for 18 hour p/wk role.

**Closing date:** Wednesday 03 February

**To apply:** For more information, please [visit their website](#).

### **Digital Engagement Officer**

#### **Bank of England Museum**



We are looking for an experienced candidate to take on the new role of Digital Outreach Officer at the Bank of England Museum. The successful candidate will play a key role in overseeing the design and delivery of dynamic and engaging content on the Museum's digital platforms. They will be responsible for interpreting the Museum's collection in new and innovative ways, to engage the widest possible audience.

**Salary:** £28,050 - £29,000 (depending on skills and experience)

**Closing date:** Monday 8 February

**To apply:** For more information, please [visit their website](#).

### **Director (Chief Executive)**

#### **Association of Independent Museums (AIM)**

We are seeking a strong, commercial and innovative new Director to build on the support we offer our members, championing and enhancing the Association's strategic agenda and influence amongst funders, policy-makers, sector leads and government bodies. Your strategic leadership and detailed understanding will be required to support our members, not least helping to identify sustainable solutions in the face of current economic challenges. You will lead the diplomatic positioning of these challenges at the highest level. As such, enhancing and using your well-established and extensive personal and professional national networks will be key. Our ideal candidate will have a genuine and evidential commitment towards diversity and inclusion, demonstrate integrity and present evidence of strong but sensitive commercial discipline, including fundraising and initiating external partnerships.

**Salary:** c£65,000

**Closing date:** Monday 08 February

**To apply:** For more information, please [visit their website](#).

## **5. Heritage in Lockdown [\(to top\)](#)**

### **MOSJ online talks**

The Museum of the Order of St John is putting on a series of online talks in February and March and tickets for the first four are [now available online](#). They will be of particular interest to those interested in the history of art and design, or in the history of Malta. Proceeds from the talks will be put towards the conservation of the books and bound manuscripts in the Museum's internationally significant library collection.

### **New EPOS system**

The Museum of the Order of St John are looking for a new EPOS system (or, more straightforwardly, a new till) and would be glad to have recommendations from other small Museums with small shops about what works (or doesn't work!) for them. Please contact [rachel.job@sja.org.uk](mailto:rachel.job@sja.org.uk) if you have any advice. Thank you.

If you would like to unsubscribe from this newsletter, please send an email to [museumdevelopment@museumoflondon.org.uk](mailto:museumdevelopment@museumoflondon.org.uk).

 **@LondonMusDev**



Supported using public funding by  
**ARTS COUNCIL  
ENGLAND**

