Peer-Mentoring Project - Evaluator

1. Project Background

Essex County Council is seeking expressions of interest from individuals to evaluate a peer-mentoring project, supporting learning staff in Essex museums. The project aims to support staff with responsibility for delivering either formal or informal learning programmes within the county's museums.

Recent restructuring, changes in governance and the National Curriculum have had a strong impact on delivery of learning programmes in Essex museums. Museum educators working in different museums have a range skills and experience that could be of benefit to their peers. They include Curators, former teachers and Learning Officers with experience working with digital technology, social media or with cross-curricular subjects.

Through this project, participants will be matched with a peer-mentor whose skills and experience is different to their own. They will support each other in increasing their knowledge and act as each other's "sounding board" as they develop their own projects and work schemes. It is important to recognise that in some cases, museums are competing over the same audiences, and this potential conflict-of-interests will be kept in mind as partners are assigned.

The work includes producing an evaluative report of the project, detailing the planning, recruitment and delivery stages and making recommendations for the future.

Specific areas for delivery are:

- Work with the Museum Development Officer and the Project Coordinator to formulate an evaluation plan.

- Attend the four participant group meetings (dates to be confirmed in negotiation between the Museum Development Officer, Project Coordinator and Project Evaluator).

- Capture feedback from the participants, the Museum Development Officer and the Project Coordinator.

- Produce an evaluative report assessing the success of the mentoring scheme and making recommendation as to how it can be taken forward in the future.

The work requires the ability to work flexibly around the county and have access to a laptop computer and mobile phone. The report is to be delivered by 31st March 2016.

2. Technical Requirements

- Knowledge of the museum sector, particularly with regard to museum learning.

- Experience of evaluating projects in a freelance capacity
- Ability to work flexibly in order to meet the needs of the project.

3. Budget:

- £275 per day for 10 days, totalling £2750. Two-thirds (£1833) to be paid in advance, with the final instalment of £917 to be paid upon completion of the project.
- Expenses, including travel costs, to be agreed in advance with the Museum Development Officer

4. Key Dates and Timescales:

- Deadline for applications: 23:59 on 11/10/2015
- Invitation to interview issued: 13/10/15
- Interview: 19/10/15
- Project delivered by: 31/03/2016

5. Application Process

Please email a CV, contact details for two referees, up to two examples of previous evaluation reports you have written (these can be included as links if the reports are available on-line) and a covering letter, stating which role you are applying for and detailing any relevant experience to amy.cotterill@essex.gov.uk by 23:59 on 11/10/2015.
If you are invited to interview, you will be asked to give a 5 to 10 minute presentation on how you would approach the project.
If you have any questions about the project, please email amy.cotterill@essex.gov.uk or call 07730 616649.

6. Insurance and Warranties

This role requires the post-holder to hold Public Liability Insurance with an indemnity limit of £5 000 000.

7. Organisational Context:

Essex County Council Vision and Priorities 2013/17

Essex County Council is dedicated to improving Essex and the lives of our residents. Our ambition is to deliver the best quality of life in Britain. We will achieve this by providing high-quality, targeted services that deliver real value for money.

Our vision

We want Essex to be a county where innovation brings prosperity. We know our county faces a set of unprecedented challenges. If we are to meet these challenges we need new thinking and innovation to ensure we can use our resources in the best possible way for the people of Essex. We must harness the power of new ideas to secure a more prosperous Essex.

This is our vision for Essex 2013/17. As a county council, our most important role will be to establish the conditions for innovation and prosperity in our economy, and to lead innovation in the public services.

Throughout our work, we will build on the strengths of our county. This means harnessing the energy and passion of people across Essex who work hard for their families, build careers and businesses and shape their communities.

We must all play our part in securing a more prosperous county, one where we can flourish, live well and achieve our ambitions.

Delivering the vision

If we are to succeed through these testing times, we must maintain a focus on our core purpose. The challenge ahead strengthens our resolve to:

- increase educational achievement and enhance skills
- develop and maintain the infrastructure that enables our residents to travel and our businesses to grow
- support employment and entrepreneurship across our economy
- improve public health and wellbeing across Essex
- safeguard vulnerable people of all ages
- keep our communities safe and build community resilience
- respect Essex's environment

For further information please visit the Essex County Council website: http://www.essex.gov.uk/Your-Council/Strategies-Policies/Pages/EssexWorks-Pledges-2011_12.aspx

Essex County Council Cultural Development:

The cultural scene in Essex makes it a great place to live, work and visit. ECC Cultural Development plays a fundamental role in enabling creative and heritage activities across the county, and has built a reputation for innovative work and best practice. Cultural Development acts as a catalyst for cultural activity to bring social, educational and economic benefits. This is achieved through partnerships, local enterprise, targeted commissions and community engagement.