



Recruiting now...  
**Collections Researcher**



The Migration Museum [www.migrationmuseum.org](http://www.migrationmuseum.org) produces inspiring exhibitions, events, education, community and public engagement programmes to shine a light on the many ways that migration to and from the UK across the ages has shaped who we are. We are now seeking a Collections Researcher to play a pivotal role in helping develop a 'dispersed collection' around migration themes and helping us define our heritage focus as we work towards delivering a permanent Migration Museum in the City of London.

## Job description and person specification

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Job title **Collections Researcher**

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Contract type 5 days per week. One year contract.

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Salary £ 35,000 p.a. plus matched 5% pension contribution

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This role will require some time working from the Migration Museum in Lewisham, south London, but we are open to hybrid/remote working.

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Deadline for applications 20 October 2024

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Interviews expected 28 October – 8 November 2024

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### Background

We are creating Britain's missing museum – an inspiring and moving high profile permanent cultural institution to put the long, rich and complex story of the movement of people both to and from Britain at centre stage, where it belongs. Britain's migration story is one that connects us all - if we dig into our family histories - and the museum provides context and backdrop for calm reflection about migration when the public conversation can be heated and polarising.

Currently based in the heart of a busy shopping centre in Lewisham, south-east London, the Migration Museum is reaching new audiences in new ways: through a lively cultural programme of co-produced exhibitions and events, vibrant community engagement, innovative digital campaigns, an education programme that is much in demand from both teachers and learners, and a national knowledge and skills-sharing Migration Network that connects museums and heritage organisations across the UK.

After a 10-year journey, we have been given the green light for a state-of-the-art permanent home in the City of London, which we aim to open in 2027. In preparation for the Migration Museum's move to our new permanent home and the development of our larger project proposal, we have secured funding from the National Lottery Heritage Fund for a 12-month intensive project-planning research grant which will specifically focus on ensuring that the heritage can fully underpin all our future activities.

We are looking for a researcher with significant experience working with museum collections to help us deliver this project. By the end of this project we hope to have: gained a better

understanding of migration related collections and materials held by other museums, archives and community heritage organisations, including those that are underused or forgotten; strengthened our partnerships with national and regional heritage organisations; developed the digital infrastructure for our dispersed Migration Collection digital database prototype; developed our own museum best-practice around physical and digital collections management; and ensured that existing and target audiences and their needs and interests are fully considered and included in decision making from the outset.

## Key responsibilities

- Lead the audit of approximately 200 migration-related community heritage projects, providing day-to-day management (supported by the Museum Manager) of up to 15 volunteers to complete this work
- Oversee research into the collections of 7 partner heritage institutions across the UK to identify 1-2 objects across specified themes (c.30 objects per institution)
- Develop a conceptual framework and strategy for building a dispersed collection for the Migration Museum, highlighting migration stories that resonate with our diverse audience
- Work with Digital Product Manager to create a minimum viable product for sharing a dispersed collection online
- Work with Migration Network Coordinator to deliver 2 Migration Network events, and deliver a survey consulting with members of UK museums and organisations to understand their potential migration collections
- Work with Artistic Director to develop strategic partnerships with archives, allowing us to bring their collections to wider audiences
- Work with the Head of Learning to consider how collections are compatible with and used for the learning programme needs
- Work with Artistic Director and Curatorial Project Manager to develop a physical collections strategy for the Migration Museum

### **Additional Responsibilities:**

- Represent the Migration Museum in a prepared and professional manner
- Attend monthly staff meetings and liaise as required to ensure effective delivery
- Ensure that the development and delivery of activities for and on behalf of the Migration Museum are consistent with its Equal Opportunities Policy, the Terms and Conditions of Contract and other company policies

## Person specification

### Essential

- 5 years of experience working with museum collections in a curatorial, research or collections management capacity
- Experience conducting primary research in historical archives, libraries, or databases for public outputs
- Strong analytical skills for conducting research on collection objects, provenance, historical context, and interpretation
- Demonstrated experience in cataloguing and documenting artifacts, art or historical materials and maintaining accurate, detailed records of collection objects
- Familiarity with museum collections management software
- Experience collaborating with curators, conservators, and other museum professionals
- Experience of community co-curation work and/or managing volunteers to deliver complex projects
- Exceptional project management and time management skills for handling multiple research projects
- Knowledge and interest in Britain's migration history
- Highly motivated and capable of working independently
- A keen interest in staying current with developments in museum research, collection practices, and ethical guidelines
- Willingness to travel for research

### Desirable

- Post graduate qualification in a related subject
- Ability to conduct independent research and publish findings in academic journals

## How to apply

To apply for this position, please e-mail a copy of your CV and a covering letter of no more than 500 words to Aditi Anand: [recruitment@migrationmuseum.org](mailto:recruitment@migrationmuseum.org) with the subject heading 'Collections Researcher'.

Please also complete our [Equal Opportunities Monitoring Form](#), stating the position you are applying for as 'Collections Researcher'. These monitoring forms will be stored and assessed separately and will not be linked to your application.

**The deadline for applications is 11.59pm on Sunday, 20 October 2024.**

**The post requires proof of eligibility to work in the UK and 2 satisfactory references.**

You will be notified whether you have been shortlisted for interview via email and interviews will be held the week commencing 28 October 2024.

If you have any questions about the role, please contact [\*\*info@migrationmuseum.org\*\*](mailto:info@migrationmuseum.org).