



TOLPUDDLE OLD CHAPEL TRUST

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www.tolpuddleoldchapeltrust.org



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Tolpuddle Old Chapel Trust: Formal Learning Consultant brief

The Old Tolpuddle Chapel is a heritage asset of national and international importance. Tolpuddle Old Chapel Trust (TOTC) has raised the necessary funds to ensure the renovation and interpretation of the building. The primary funder is the Heritage Lottery Fund and the delivery of the Saving the Martyrs' Legacy Project Activity Plan is the principal framework for learning and community engagement.

Through the renovation of the Tolpuddle Old Chapel, the Saving the Martyrs' Legacy Project aims to:

- Provide a quiet place in the heart of this Dorset village
- Provide space for community use
- Encourage knowledge and understanding to help tell the story of this humble building
- Develop skills and experience through volunteering and paid work opportunities
- Ensure project viability post completion

The Consultant

Tolpuddle Old Chapel Trust seeks to appoint a formal learning consultant to raise awareness of the Old Chapel as a destination for teaching and learning, with resources designed to match curriculum needs.

Principal Tasks

In order to meet this Activity Plan objective, a specialist consultant is required to:

- Work closely with St. Mary's Middle School, Puddletown to devise and assist in the delivery of a Key Stage 3 (Years 7 & 8) pilot project which will include:
 - Links with British Values (SMSC) through the built environment and storyline relating to the Dorsetshire Labourers and the Tolpuddle Martyrs
 - Partnership with school teaching staff to help devise the project (seen by the school as valuable CPD for junior teaching staff)
 - The promotion of enquiry-led and experiential learning
- Devise and deliver an evaluation of the project in relation to learning outcomes

The consultant is also required to analyse the impact of this pilot project in order to:

- Shape a simple self-directed formal learning programme to support Primary and Middle school teaching of key curriculum strands such as British Value (SMSC), reading, writing and numeracy.
- Design of a set of resources which are available for pre-and post- school visits, and which capitalise on opportunities to link with Shire Hall Dorchester and Tolpuddle Martyrs Museum learning programmes.
- Design flexibility within the programme so as to address the needs of Special Schools and students with special needs across the Key Stages

- Launch the formal learning programme, which will be hosted on the TOCT website
- Support teaching staff CPD for the use of these resources as practical
- Work alongside the Activity Officer to encourage involvement from local schools, including St. Mary's, in the full Activity programme, including volunteer development.
- Work alongside the project Evaluator (consultant appointment) to gather evidence as required to evaluate the impact of the NLHF funded Activity Plan

The Saving the Martyrs' Legacy Project Activity Plan, Action Plan will be delivered over a 2.5 year project period. The Action Plan will be managed and delivered by an Activity Officer, who will report to the Project Manager and is responsible for a team of volunteers.

This contract reports to the Project Manager.

The full team comprises:

The Project Manager who is accountable to TOCT trustees, via the TOCT Project Board and holds responsibility for:

- Architect contract; includes oversight of sub-contracts to the Architect
- Activity Officer (currently being advertised and we welcome applications from individuals for multiple contracts)
- Formal Learning Specialist contract (this contract)
- Evaluation Consultant contract (currently being advertised and we welcome applications from individuals for multiple contracts)
- Designer (s) for Interpretation e.g. digital and static outputs; recruitment, selection and management

Skills required

We are looking to engage the services of a Formal Learning Specialist who can confidently deliver this brief, adding real value to the project, and ensuring an enquiry-led approach to teaching and learning is delivered. The skills we are looking for include:

- Secure pedagogical knowledge gained through practice, with a clear focus on enquiry-led and experiential learning
- Experience of having worked as a qualified teacher in either Primary or Secondary environments, with a good working knowledge of K1 – K3, or equivalent and relevant experience within heritage/museums
- Knowledge of the current curriculum framework and experience of extra-curricular projects
- Enthusiasm and a passion for engaging children in their learning
- Confidence in the use of ICT for teaching and learning purposes
- Experience of planning and delivering CPD to teaching staff
- Knowledge of Special Educational Needs
- The ability to form and sustain good professional links, for example with the Shire Hall learning team and the TUC Museum, of benefit to the learning programme.
- Excellent communication skills, with the ability to enthuse and inspire

Timetable

The project runs until July 2023. It is envisaged that the pilot schools project will be planned and delivered in early-mid 2022, and a self-directed schools offer developed and launched in September 2022.

Budget and resources

£7,500 is available for this work, to include all professional fees and expenses.

A schedule of payments will be agreed with the consultant to be paid against the completion of key outputs.

Payment will be by BACS on receipt of official invoice.

It is anticipated that this fee will deliver the equivalent of **30 days' work** over the project period.

Selection criteria

We will be using these criteria:

- Understanding of the brief and enthusiasm for the project
- A practical and innovative response to the challenges
- Practical experience of museum/heritage learning project development and delivery and/or practical experience of school-based teaching

Procedure for submission and selection:

- Candidates will submit CV and covering letter responding to brief and person specification. This will include a proposed approach to the contract with detailed resource allocation.
- Shortlisting based on pre-agreed criteria
- Candidates should supply the contact details for two referees
- Interview by panel with Trustee and Project Manager. Interview format to include:
 - Short presentation in response to requirements of role followed by Q&A
 - Standard set of pre-agreed questions for all candidates
- Candidates will be scored according to pre-agreed criteria and the highest scoring candidate will be selected.

Closing date for submissions is **9.00am Monday 28 March 2022**

Please submit your application by email to Crystal Johnson, Project Manager:

Crystal@Crystaljohnson.co.uk

Interviews will be held in the week commencing 4 April 2022