

Extract from

OUR MUSEUM REPORT

Year 1: 2012 - 2013

St Fagans: National History Museum



Milestone 3: Appoint Our Museum Coordinator

Overview

At St Fagans the Our Museum initiative takes the core principle of developing active partnerships between communities and museums and has focused on building and sustaining a community of volunteers.

Over the next decade, the aim of Amgueddfa Cymru – National Museum Wales is to create in St Fagans the most important national and international centre for the enjoyment, understanding and study of the lives of the peoples of Wales. St Fagans has always been a museum of the people for the people, built on contributions of generations of people from across Wales. However it still does not achieve its potential to reach all the peoples of Wales, to be truly culturally democratic and driven by the social needs of contemporary Wales. Developing the facilities and spaces necessary for this is a major redevelopment project funded by Welsh Government and the Heritage Lottery Fund (HLF). The new philosophy for St Fagans aligns with our work as part of the Our Museum initiative. The culture change we have started with our Community Partners focusing on broadening the volunteer base and embedding opportunities for volunteers in all aspects of the Museum's work is also influencing other areas of the redevelopment as a whole. This is particularly true of our work in communicating and sharing decision making with our Community Partners.

The application for involvement in the Our Museum initiative was submitted to the Paul Hamlyn Foundation and funds granted in March 2012. The engagement work done as part of developing the Activity Plan for the redevelopment of St Fagans and as part of developing the application for funding from the Paul Hamlyn Foundation provided important links with some key Community Partners from public and third sector organisations. Once funding was established the Engagement Team was further developed to include Museum Trustees and additional Community Partners.

Once the Engagement Team was established the milestones for Year 1 were developed and agreed together with the Paul Hamlyn Foundation, to complement the Our Museum key outcomes and the strategic objectives of the bid whilst adding value to the Activity Plan for the redevelopment project. What follows is the report for Year 1 against said milestones, documenting the development of the scheme at St Fagans, the relationships that have grown from it and the new approaches and ways of working that have been explored in the process.



Community Partners volunteering at St Fagans

Milestone 3: Appoint Our Museum Coordinator

This Milestone was quickly settled upon as the Engagement Team decided that the bulk of the funding from PHF would be used to create a post responsible for co-ordinating the team, the project development and the sharing of the lessons learnt and practices developed, both within the Museum and beyond.

The Engagement Team worked together throughout the process of recruitment and selection, from deciding upon the creation of the post, to drafting the job description, advertising, short listing, interviewing and appointing. The process was highly egalitarian and championed a new way of working for the Museum. Approval was sought and granted from the HR department, who also played a part in the process alongside the Community Partners.

How do we know we've succeeded in creating change? What is different?

The following **progress against the Milestone** has been achieved:

- Our Museum Co-ordinator appointed and in post from 6th August 2012.
- Engagement Team worked together to achieve the Milestone
- The process was highly successful and helped to solidify strong working relationships within the Engagement Team and the post holder feels a trusting relationship with partners
- The process also challenged long held views and practices within the Museum and activity changed the way in which the Museum traditionally recruits and appoints new posts

Extract from Teamwork posted 14.02.13 by Bethan Lewis, Head of St. Fagans

The highlight for me was appointing the post of OM Co-ordinator. It's the first time AC has taken such a collaborative approach to appointing a post and it has obviously worked. It's an approach I hope we will replicate in the future.

What evidence do we have?

- Feedback from Engagement Team captured on Teamwork and film footage

I felt that the way in which we shortlisted was excellent, extremely fair & efficient & made partners feel really involved in the process.

Extract from Teamwork posted 03.09.12 by Community Partner DrugAid

- Feedback from Our Museum Co-ordinator, following appointment, captured on Teamwork and film footage
- Diagram outlining the recruitment process
- Record of meetings/brainstorming sessions spent developing job description, personal specification and advert
- Job description
- Personal Specification
- Advert (plus associated cost)
- 77 Completed application forms
- Record of interview questions
- Details of 8 candidates shortlisted
- Material presented at interview by candidates

Successes, challenges and resources

Aspects that worked well

- Involving the community partners in the recruitment process from creating the job description to selecting and interviewing the candidates
- Jointly advertising the role with the Community Partners

Aspects to develop further

- Embed this process into the core functioning of the Museum and develop and update the traditional recruitment model.

Obstacles encountered and actions taken

- Initially internal barriers within the Museum were erected as a response to the possibility of involving outside organisations in the recruitment process
 - **ACTION TAKEN:** By involving the HR Department in the process they have now played an active part in collaboration with the Community Partners and have seen how positive the experience was. It is hoped that this will encourage the Museum to act in a similar way in the future.
 - **ACTIONS TAKEN:** Senior Management were involved and fully informed throughout recruitment process

Resources used

- Time of Engagement Team members.
- Funding from PHF
- Other museum staff e.g. HR Department

Who was responsible for implementation?

- The Engagement Team
- NMW HR Department
- NMW Senior Management Team

