

V&A Community Engagement Assistant, V&A East

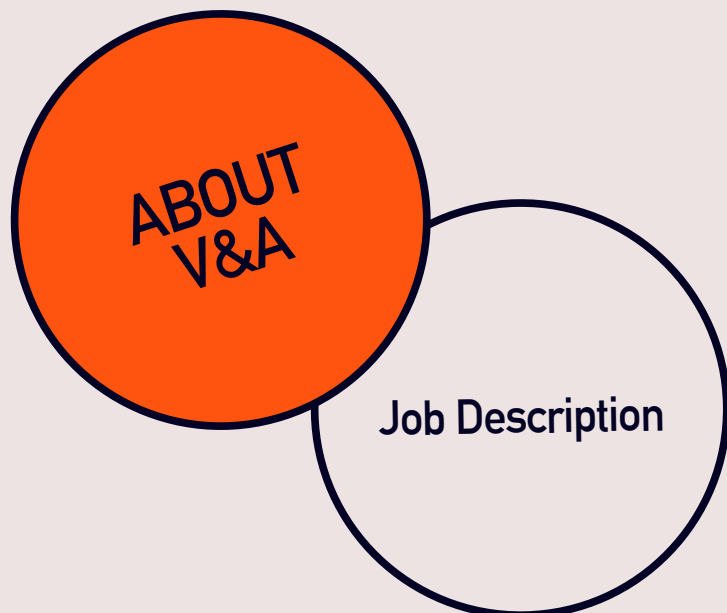
Location of role: V&A East
Storehouse

Placement hours: 36

Working pattern: 9am –
5.15pm, Monday – Friday

Placement length: 12
months

Salary: £13.85 per hour



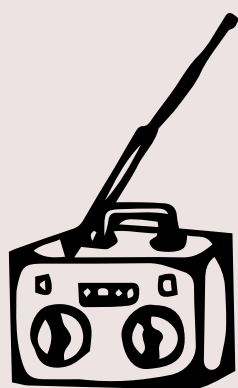
V&A East is dedicated to creative opportunity and its power to bring change. Two free cultural destinations – V&A East Storehouse and Museum – will open up the V&A collection for all, celebrate making in all its forms and create new possibilities for everyone.

V&A East Museum celebrates making and creativity's power to bring change. Created with young people and rooted in east London's heritage, V&A East Museum explores what's shaping our world with the voices leading contemporary culture.

V&A East Storehouse is a unique new museum experience opening up the V&A collection to everyone. Go behind-the-scenes to make new discoveries, explore untold stories and share ideas.

We strive to integrate equality, diversity, and inclusion consistently and naturally into all our activities.

We are proud to be an open, tolerant, and diverse organisation. We want to do more to welcome a broader audience and develop a more diverse workforce. The V&A values are Equity, Sustainability, Generosity, Collaboration and Creativity.





KEY RESPONSIBILITIES

- Support the delivery of Community Partnerships and Participation programmes Commons Room, Ideas Exchange and Make Space.
- Actively support the development and delivery of the new upcoming project Making Sounds connecting with young people and music.
- Assist Young People's Programmes by supporting Youth Collective sessions, building relationships with participants, and handling administration tasks such as emailing session details and arranging refreshments.
- Be the main point of contact for V&A East Engagement shared email inbox.
- Provide administration support across youth and community programmes, including documentation, data management, finance, and evaluation.
- Opportunities to contribute to the V&A East Blog.
- Assist the Learning & Engagement Team with the delivery and organisation of the programmes for V&A East.
- Assist with the delivery of creative workshops and events with schools, young people, and community groups in East London.
- Be an active member of the Learning and Engagement Team attending all team meetings and planning and training events.
- Enthusiastic and open to learning new things.
- A strong interest in working with young people and community groups.
- Enjoys communicating with a wide range of people e.g. Museum Directors and young people.
- Able to take initiative and responsibility for tasks.
- Shares the V&A values of Sustainability, Equity, Creativity, Collaboration & Generosity.
- Has an understanding of the local environment and target V&A East audience and lives in one of our local boroughs (Hackney, Newham, Tower Hamlets, Waltham Forest).
- We are looking for someone with transferrable skills and not necessarily someone with conventional museum or gallery experience.

PERSON SPECIFICATION

- An interest in the administration and delivery of learning and engagement activities.
- A personal interest in an aspect of creativity e.g. music, fashion, art etc

ABOUT STEP



STEP is a training programme for young East Londoners local to the Olympic Park, who are ready to bring ideas, creative energy and perspectives to the creative and cultural sector.

YOU MUST BE

- Aged 18 to 30
- Resident of Hackney, Newham, Tower Hamlets and Waltham Forest
- Priority will be given to those that have attended school or college in these boroughs.

Through STEP, you'll get paid London Living Wage over a 12-month training programme to develop a range of skills and creative approaches and build on your network across different organisations or departments. You'll complete a work-based placement, grow as part of a peer network, take part in regular professional development workshops, and get a budget to produce a collaborative project. We'll also connect you with a specialist industry mentor, provide careers coaching and continue to offer support as part of our community after the programme.

HOW TO APPLY

Apply Now

Complete our STEP application form by 5pm on Sunday 3 August 2025, you can upload video or audio responses.

- [STEP application form](#)

FOR MORE INFORMATION

If you require information in an alternative format, or want to speak to us about any access requirements, please contact us at goodgrowthhub@anewdirection.org.uk

Go to the Good Growth Hub website to find out more here about the STEP programme, book in to attend one of our information sessions, hear from STEP alumni and read out application guide for some expert tips.

<https://goodgrowthhub.org.uk/programmes/step>