



DIRECTOR, EXHIBITION ROAD CULTURAL GROUP

Contract	Permanent
Location:	The Exhibition Road Cultural Group is currently located at the Natural History Museum in South Kensington, London. There is the option to work from home 1 - 2 days per week, depending on requirements of the role.
Hours:	4 days per week (32 hours a week). There may be some flexibility for the right candidate. Holiday entitlement is 5 weeks pro rata per year, excluding Bank Holiday.
Salary:	£60,000 per year (equivalent to £75k pro rata), plus pension contribution of 10%

1. ABOUT THE ERCG:

The Exhibition Road Cultural Group (ERCG) brings together 22 of the leading arts, culture and science organisations and academic institutions in South Kensington, the world's original cultural district. Harnessing the collective power of the organisations that make up the world's original cultural quarter, the ERCG's mission is to provide a strong, unified voice for the district, using combined strength to address shared challenges and achieve change.

ERCG is a charity and registered company. Our charitable objects are to promote education by enhancing collaboration between the artistic, scientific and cultural institutions in and around Exhibition Road and South Kensington.

We are currently renewing our strategy for 2024-26 where our objectives are to:

1: Accelerate South Kensington as an exemplar zero emission, nature positive urban neighbourhood via our South Ken ZEN+ programme.

2: Create a welcoming, accessible, and vibrant destination, providing an excellent wraparound experience for all who visit, work, live and study in South Kensington. Devise and implement placemaking and wayfinding interventions which appeal to diverse audiences and unpack the story of the neighbourhood and its extraordinary institutions.

3: Maximise our destination marketing brand, Discover South Kensington, to promote this cultural district to new and diverse audiences and increase meaningful collaboration with local stakeholders using our combined reach and profile.

Core ERCG activity includes:

- The annual Great Exhibition Road Festival, a weekend of free events for all ages celebrating science and the arts, led by Imperial College London in collaboration with partners.
- Discover South Kensington, ERCG's public facing brand, a destination marketing website, newsletter and social channels and associated events which promote and celebrate the wealth of activities, events and exhibitions which take place in the district.
- Addressing the most pressing issue of our day, South Kensington's institutions are working together to become a global exemplar of carbon zero, nature positive neighbourhood under the South Ken ZEN+ programme.

2. ABOUT THE ROLE

We are seeking a passionate and collaborative Director to deliver our vision of a thriving cultural district that is accessible, welcoming, enjoyable, and future facing for all who visit, work, live and study in South Kensington.

An effective advocate, you will possess the vision, creativity, diplomacy, and practical ability to utilize the creativity and expertise contained within ERCG member organisations to manage projects which reach across multiple members, and programmes designed to promote and develop the district. You will be an ambassador for the cultural quarter, representing ERCG's members internally and externally, facilitating and managing collaborative action.

As Director you will manage the work of ERCG, reporting to the Board and Co-Chairs, Professor Maggie Dallman, Vice President (International) and Associate Provost (Academic Partnerships) at Imperial College London and Dr Julia Knights, Deputy Director, Science Museum Group. The post is responsible for a small team plus volunteers and contract support as required.

You will represent ERCG at every level, liaising with local and national politicians and government bodies, local residents, colleagues, and senior executives across our partner institutions. The Director needs to have the trust and confidence of all members and key stakeholders and be able to engage staff working across member organisations in collaborative initiatives to meet objectives agreed by the board. The energy and enthusiasm to initiate and establish activity across the network is a key requirement of this role.

The post-holder will need to engage deeply and become familiar with the work of member institutions and their staff. The Director is expected to attend breakfast, evening meetings and events where ERCG presence is required. ERCG is a small team and as such the Director will be expected to take on all reasonable duties required of operating a small charity with part-time employees.

The role is based in South Kensington, currently located at the Natural History Museum. Working from home 1-2 days a week may be possible, subject to the requirements of the

role.

3. WHAT YOU WILL BRING TO THE ROLE

- Experience of leadership and the ability to inspire and motivate colleagues, volunteers, and partners, to build strong, effective relationships internally and externally and develop the trust of members.
- Energetic and visible advocacy for ERCG and its members, engaging the public, media, and community in the work of ERCG and supporting Board and Membership colleagues to advocate for ERCG's needs.
- Experience of running a small charity or similar organization and an understanding of the associated governance, administrative, financial, and legal requirements.
- Experience of financial modelling to ensure sustainable operations, alongside fundraising experience.
- Experience of developing a successful strategy that has increased impact and enhanced reputation. Strategic acumen and discipline to lead the co-creation of a coherent and focused strategy and plan that is deliverable and intelligently measured.
- Well-developed prioritisation skills, experience maintaining momentum across simultaneous projects concurrently and a problem-solving approach.
- Excellent communication skills and the ability to listen and collaborate with a variety of audiences.
- Detailed knowledge of the work of one or more of our member institutions would be an advantage. As would a personal connection and commitment to the vision of ERCG.
- A way of working and leading that acknowledges the limits and gaps of personal abilities, the talents and expertise of others and to deliver results through leadership beyond direct authority.
- Confidence, determination, and resilience –the ability to drive results through cooperation and to achieve change through perseverance.
- Taking care of your personal health and safety and that of others. Complying with the ERCG Policies, risk assessments and safe systems of work and reporting any health and safety concerns.

DESIRABLE SKILLS

Some experience of:

- Strategic communications - developing brand and profile.
- Sustainability initiatives or programmes working to achieve zero emissions and enhance biodiversity in large organisations.

- Placemaking and transport, planning, environmental policies, and processes for achieving change.
- Public events and knowledge of operational aspects of delivering public art projects.
- Procurement of writing briefs and managing relationships with consultants and external suppliers
- Community engagement

4. KEY RESPONSIBILITIES OF THE ROLE

Strategy and Planning

- Work with the ERCG Board and Members to develop the vision, objectives, and strategy of the ERCG and produce a rolling 3-year annual strategy plan and budget.
- Build internal awareness across ERCG of the value of the partnership with senior leaders and key staff across member organisations.
- Implement the strategy with creativity and vision, whilst maintaining financial stability.

Partnerships and collaboration

- Role-model collaborative, inspiring and purpose-driven leadership demonstrating how ERCG can support members to achieve their shared objectives.
- Act as a visible presence across the ERCG network, maintaining relationships with ERCG member reps and colleagues, ensuring ERCG activity is embedded in member organisations.
- Facilitate effective collaboration between member institutions, fostering a culture of shared commitment, trust, and respect between staff of ERCG members, to deliver the objectives of ERCG and enhance the cultural district as great place to work, study, live and visit.
- Oversee and drive forward South Ken ZEN+, the project to accelerate becoming an exemplar zero emissions and nature positive neighbourhood.
- Develop a model for a self-sustaining programme of public events in Exhibition Road. Work with members, local stakeholders, and external partners to identify and assist lead members to implement a programme which aims to bring the activities of member institutions into the public realm.
- Collaborate with Imperial College London and ERCG Members to deliver and develop the annual Great Exhibition Road Festival in a sustainable way that serves the broader strategy.
- Convene and facilitate subject specialist networks and working groups where appropriate, including the South Kensington Business Resilience Forum.

Communication and Advocacy

- Work with the Head of Marketing & Communications and the Communications Group, to develop and promote the cultural district as a destination for local, national, and international audiences under the Discover South Kensington brand. Evaluate and review activity to improve user experience and widen reach.
- Build effective relationships and communication with key external stakeholders to achieve ERCG objectives, including the mayor's office, Transport for London, Greater London Authority, Royal Borough of Kensington and Chelsea and City of Westminster, residents' associations, and community groups.
- Represent ERCG at external meetings and events, act as a spokesperson for ERCG as required.
- Provide regular updates to ERCG member organisations, including at bi-annual members meetings.

Finance and Management

- Create and manage an annual budget to deliver ERCG activity effectively within budget limits, agreement with the Board.
- Identify new opportunities for income generation, in line with ERCG charitable objectives and in agreement with the Board.
- Work with the ERCG Board and the South Ken ZEN+ steering group to identify funding for individual projects which fall out of the programme, as well as securing the future of the programme beyond Q1 2026.
- Oversee the efficient and effective day-to-day operation of ERCG including staffing, planning, implementation, and evaluation of all activities.
- Approve expenditure within the authority delegated by the Board and produce regular financial reports for the Board.
- Line manage the Head of Marketing and Communications and the South Ken Zen+ Programme Manager. Make recommendations to the Board on staffing and resources required to deliver ERCG plans. With the approval of the co-Chairs, recruit and manage staff, contractors, freelancers, and volunteers to deliver ERCG activities.
- Work closely with the Secretary and Treasurer (voluntary) to ensure the smooth and compliant running of the charity.

Governance

- Support the Board in meeting their obligations under the Charities' Act, ensuring that activities of the ERCG contribute to the charitable purpose and that annual accounts and report are submitted to the Charities Commission.
- Support Board and Chair by preparing agenda and papers for Board meetings and the AGM, together with the Annual report and accounts.
- Ensure that the organisation complies with all legislation including taxation matters and ensuring adequate insurance.

Interested in this position?

If you would like to apply for this position, please email your CV and a cover letter, both of no more than 2 pages, outlining what attracts you to this role and your suitable experience, to recruitment@exhibitionroad.com. Applications should be submitted no later than 10am on 9 March. Please include your current salary, notice period and availability for interview in your application.

We envisage that interviews will take place w/c 25 March. We may run second interviews in the w/c 3 April.