Crafts Council is Recruiting

Learning Manager

Permanent (Full-time)

JOB DESCRIPTION

Job Title – Learning Manager

Contract and Hours - Permanent, full-time, 36.25 hours per week. Role to commence from February 2027 onwards.

A typical working day is 9.15-5.30pm, including a lunch break (unpaid). We support flexible working and part-time arrangements where it is appropriate for the role.

We promote hybrid working with three days per week worked at our office and gallery for full-time staff, and two days per week office and gallery working for part-time staff.

Wednesday is a whole team office and gallery day when staff meetings take place.

Salary - £36,000 to £40,000 gross per annum, dependent on experience and based on full-time working (pro rata for part-time / annualised working).

Location - Crafts Council Office and Gallery is based on the Pentonville Road in Islington, London, with some hybrid / home working.

Reporting to – Senior Learning and Skills Manager.

Managing – Learning and Skills Producer, including work planning, day-to-day supervision, professional development and performance support. The role will also coordinate maker facilitators, freelancers and programme contributors as required.

Working Closely With – Learning and Skills team, Craft Ecology team including Membership, Communications team.

Join Us

Crafts Council is the national charity for craft. We believe craft has the power to transform lives; enriching everyday experience, inspiring creativity, strengthening communities and expanding opportunity.

Craft matters. It connects people to materials, skills, creativity and culture. It shapes how we live, make and imagine the future.

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At Crafts Council, we champion craft and the people who make it. We support makers at every stage of their journey; from young people discovering craft for the first time to established makers building sustainable creative businesses. Community sits at the heart of our work.

About the Role

Craft School aims to support teachers and educators in bringing craft and making back into the classroom. We know that hands-on craft education helps children and young people develop greater engagement, critical thinking, self-awareness, empathy, teamwork, and the dexterity that comes from working with their hands.

Established in 2020, Craft School has grown significantly over the past five years, engaging more than 1,100 teachers and reaching over 21,000 pupils. Open to education settings from Early Years Foundation Stage through to Key Stage 4, Craft School focuses on building teachers' skills, knowledge, and confidence. This is achieved through an annual challenge linked to a central theme (this year, community), alongside a programme of dedicated CPD and a wide range of supporting resources.

Craft School is underpinned by Crafts Council's signature approach to craft learning, Make First.

In September Craft School introduced a membership offer for teachers and educators, providing access to an extensive range of resources, training, and a national network of practitioners. The membership will operate on a rolling basis, with the annual challenge included as a core element of the offer. Importantly, membership will remain free and inclusive for all.

This role will lead the development and delivery of the Craft School programme, oversee its growth and share best practice using the Make First approach to craft learning. It will focus on education programme delivery, communications and evaluation, ensuring strong educator engagement nationally.

Support the development and testing of craft as a tool for social justice tool in classrooms through the delivery of Comino Foundation funded pilot programme, Crafting Classrooms for All pilot, and contribute to funding applications that support the writing continued development and delivery of further reach of Craft School and Make First.

Role Focus

This role combines hands-on programme management and delivery with education leadership, network development and strategic programme growth.

You will:

- Lead the delivery and continued development of the national Craft School programme

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- Develop Craft School membership and grow an engaged national network of educators
- Champion Make First and support its continued development and application
- Ensure high-quality, inclusive and impactful programme delivery
- Build and manage partnerships with schools, maker facilitators, education settings and cultural organisations
- Lead Craft School recruitment, communications and member engagement
- Maintain robust programme administration, budgets, systems and reporting
- Capture and communicate the reach and impact of the programme through evaluation
- Contribute to fundraising that supports Craft School's future development
- Provide line management if required, alongside wider team support

Core Responsibilities

Programme management

- Lead the delivery and ongoing development of Craft School, establishing it as a national programme of best practice in craft education.
- Develop and implement the Craft School membership model, aligned with the Learning and Skills strategy and wider organisational priorities.
- Plan and coordinate the annual Craft School challenge, training, resources, events and member engagement activity.
- Build and manage partnerships with schools, education settings, maker facilitators and cultural organisations to strengthen the programme's national reach and impact.
- Champion Make First and support its continued development and application across Craft School.

Recruitment, Retention and member engagement

- Act as the primary point of contact for Craft School members, ensuring a responsive and inclusive experience
- Lead on membership growth and engagement, meeting recruitment, retention and engagement targets

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Programme administration and reporting

- Maintain effective systems and processes to support the smooth day-to-day running of the Craft School programme.
- Coordinate programme administration, including member and partner records, scheduling, documentation and programme communications.

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- Monitor delivery against agreed plans, targets and budgets, providing accurate and timely internal reporting.
- Maintain accurate programme data and records in line with GDPR and organisational requirements.
- Support fundraising activity.

Communications and advocacy

- In collaboration with Communications colleagues, plan and deliver a targeted communications approach to raise the profile of Craft School and drive educator recruitment, engagement and retention.
- Oversee regular member communications, including newsletters, digital content, learning resources and programme updates.
- Identify and share examples of effective practice, programme learning and member impact.
- Represent and advocate for Craft School, Make First and the value of craft education through presentations, events and sector networks.

Impact and evaluation

- Lead on data collection, monitoring and reporting to demonstrate programme reach and impact
- Use insight and feedback to continuously improve the programme, ensuring it responds to the evolving needs of members

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Who We're Looking For

We are looking for someone who believes in the power of craft to inspire, engage and transform young people's lives. You will be passionate about bringing craft back into classrooms and supporting educators to build the confidence, skills and knowledge needed to embed craft and making in their planning and delivery. Committed to widening access to high-quality craft education, you will ensure that all young people, regardless of background, can engage with and benefit from craft. A confident and collaborative communicator, you will work with a diverse network of schools, makers, educators and partners to deliver an inclusive, inspiring and impactful national Craft School programme.

You will also bring:

- Experience developing and delivering education, learning or participation programmes.
- Strong project management skills, with the ability to manage multiple priorities and stakeholders.
- Evidenced administrative and organisational skills, including experience establishing and maintaining effective programme systems.
- Experience monitoring delivery and reporting against programme plans, budgets and targets.

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- Understanding of the education landscape and the needs of teachers and educators.
- Experience designing or delivering training, resources or professional development opportunities.
- Passion for championing craft and creative, hands-on learning in education.
- Ability to build and sustain effective partnerships across education, culture and community sectors.
- Experience growing and supporting networks, communities and practitioner groups.
- Excellent communication skills, with experience creating engaging content and resources.
- Confident facilitator, presenter and advocate for learning and participation.
- Experience using data, evaluation and insight to improve programmes and demonstrate impact.

Values

You will demonstrate alignment with Crafts Council's values:

- Pioneering – exploring new ideas and possibilities
- Open – welcoming diverse perspectives and voices
- Playful – embracing curiosity and creativity
- Active – making things happen
- Collaborative – working together to achieve more

General

You will:

- Champion our values of being pioneering, open, playful, active and collaborative
- Understand the importance of equity, diversity and inclusion in the workplace and be committed to accessibility and social justice
- Work collaboratively across teams and with external partners
- Contribute to our organisational impact framework supporting makers of today, makers of tomorrow and changemakers
- Work within Crafts Council policies and procedures including Equal Opportunities, Health and Safety, Safeguarding and GDPR
- Undertake any duties reasonably required for the role

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How to Apply

To complete your online application, please use the following link: -

Job Openings at Crafts Council - Learning Manager

As part of the application process, you will be asked to provide the following information:

- A copy of your current CV
- Your interest in this position and working for us
- Your relevant knowledge, skills and experience
- Your interests, qualities and values

We will happily accept a recorded statement (video or audio) which can be sent to recruitment@craftscouncil.org.uk.

- Deadline for applications: 12 noon Monday 7 December 2026.
- In Person / Online interviews: Week commencing 11 January 2027.
- Location: CC Office, Islington, London

If you have any questions, or to request information in an alternative format, please email recruitment@craftscouncil.org.uk

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Please complete our anonymised Equal Opportunities Monitoring Form here.

We use this information to monitor and improve how we are doing to attract the best talent that is representative of the UK population, and to help us report our progress to our supporters.

To apply for this role, you will be eligible to work in the UK. Any offers of employment will be subject to securing two satisfactory references and proof of right to work. We regret that we are not currently a sponsoring organisation.

Equality, Diversity and Inclusion

As a small but dedicated team, we are committed to being open, welcoming and inclusive for all. We aim to support you throughout your time with us and including during this recruitment process. Please let us know how we can best support you and we will do our very best to make that happen.

On joining us we will continue to work with you to ensure your needs are met to help you thrive at work. You are very welcome to contact our HR team via recruitment@craftscouncil.org.uk for further support and we will always be happy to talk through any questions or requests you may have.

Discover more about our equality, diversity and inclusion strategy and plan here.

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Our Employee Benefits

We offer a flexible, friendly and supportive working environment, with a range of benefits and opportunities to help you develop within and beyond your role.

Our employment benefits include:

- 7% Employer and 3% employee pension contribution*
- Flexible and hybrid working for staff, where possible for role
- 25 days annual leave plus bank holidays per year, pro rata for part time staff
- Discretionary additional paid leave between Christmas and New Year
- Enhanced Company Sick Pay offering up to 65 days basic pay in any rolling 12-month period.
- Competitive Maternity, Paternity and Shared Parental Leave policy
- Home life leave
- Regular training opportunities and personal learning time
- House moving day.
- Employee Assistance Programme including in-person counselling.
- Interest free Season Ticket Loans and Cycle to Work scheme.

* Our pension scheme includes generous employer contributions. If you contribute 3%, we will contribute 7% of qualifying earnings, as defined by the pensions regulator. Staff whose earnings are over £833 per month will be auto enrolled after 3 months, but you will be able to opt into the scheme earlier than this if you wish, or if your earnings are under this level.

Discover more about Crafts Council here.

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