

Salary range: £45-50,000

Purpose of the role

The Chief Operations Officer (COO) is a newly created role. Reporting to the CEO, the COO will be responsible for shaping, implementing and strengthening of the organisation's delivery and product development in line with the strategy for Cambridge Science Centre. As a member of the senior management team, the COO will oversee the effective and efficient delivery of our programmes, the infrastructure to support this and the product development function, including developing or acquiring exhibits and creating new workshops, shows and activities – taking the buy, borrow or build decisions to ensure CSC is future-ready.

Background

Established in 2012, Cambridge Science Centre aspires to:

- Spark the scientific curiosity within every child
- Ignite an enduring passion for experimentation and discovery
- Fuel self-belief in those who doubt their own potential
- Illuminate pathways into STEM education and careers

Since opening our first centre in 2013, we have engaged with over 300,000 children and their families by hosting memorable visits to our centre, performing shows and workshops in schools, delivering community roadshows and offering an online library of practical activities to try at home.

We believe early experiences of STEM experimentation and discovery should be accessible, tangible, enjoyable and fascinating; as much rooted in simple fun and wonder as they are in effective pedagogical principles. The mobility and versatility of our educational model means we can respond to changing needs and requirements, for example by setting up semi-permanent exhibits and pop-up science galleries, hosting events and conducting live demonstrations at an exciting school assembly and in community spaces big and small. We use visitor data to concentrate our activities in disadvantaged, disengaged and underserved communities; with the intention of supporting equality of opportunity.

Whilst we hope our audience will go on to study and work in STEM fields, we also place great value on the development of analytical young minds in general. With the unprecedented pace of environmental, technological and social change taking place right now, it has never been more important for young people to think objectively about the world around them, to be equipped with logical problem-solving skills and to feel empowered to make their own informed choices in life.

Whether they choose a future in STEM or not, we believe igniting a lasting passion for science is of great value to all young people; helping them to live healthier and more fulfilling lives and to make positive contributions to their communities.

Role responsibilities

- Managing the growing delivery team (currently 9 staff) and the support, equipment and resources required to achieve outreach and in gallery objectives.
- Project managing all components to ensure the timely and successful delivery of our major outreach programme, LEP funded.
- Developing partnerships to support present and future operations and linking with sister organisations.
- Managing the product development resource to bring inspiring and novel exhibits, workshops, shows and content to the outreach, gallery and online programmes.
- Representing the operations side of the organisation at senior level and providing input to the future direction and growth of Cambridge Science Centre

Experience:

- Visitor attraction management with an understanding of the complexities of having an extensive roadshow programme in addition to the gallery.
- A background of achieving demonstrable success in the STEM education arena
- Knowledge of the health and safety logistics of running a business open to the general public (especially those working with children).
- A background or a good understanding of the financial and logistical constraints of working within a smaller/ growing organisation
- Management and motivation of professionals and multiple teams
- Creating education programmes targeted at children (could be in any setting).

Essential skills and attributes:

- Educated to degree level with a background in STEM
- Able to think creatively and deliver pragmatic solutions whilst balancing risk
- Excellent verbal and written communications skills with experience of presentations and public speaking
- Highly self- motivated and astute
- Excellent organisational and planning skills
- Strong and persuasive management skills
- Resilient and enthusiastic with energy and drive
- Demonstrably a strong team player

Bonus:

STEM communication background.

Building and fitting new STEM gallery spaces

Contact newroles@cambridgesciencecentre.org for further information and to submit your CV and covering letter.