



Exhibition and Collections Curator

July 2026



Hello

National Justice Museum is an independent museum and Public Legal Education provider, delivering education programmes nationally. We are based in Nottingham's Grade II* former Shire Hall/County Gaol, featuring historic courtrooms, a police station and exhibitions exploring the history of justice. We house a nationally significant collection exploring the Criminal Justice System over the last 2 centuries. We empower audiences, providing opportunities to gain knowledge and understanding of the law/justice system.

We also operate the City of Caves, an attraction central to the economic regeneration of the city within the Broadmarsh site which is now under discussion around how this space will be developed and used going forward.

Our attractions are key to Nottingham's tourist economy, attracting visitors who spend time in the city boosting the local economy. In 2018 we became an Arts Council National Portfolio Organisation (NPO). This funding is currently in place until April 2028.

We have gained huge recognition over the last 5 years for our engagement programmes which have 'turned the museum inside out', working with local, national and international partners and our groundbreaking work in prisons which won the Museum Change Lives award in 2021.

Our public legal education work is central to our purpose and we operate these programmes in our courtrooms in Nottingham, at the Royal Courts of Justice and the Rolls Building in London and across many sites in the North and through our NJM on Tour programme.

This is a hugely exciting time to join us as we continue to embody the Arts Council Investment Principles as we work to deliver our organisational aims and the activity plan for our Arts Council funding. This role presents an amazing opportunity for someone to put their own stamp on the delivery of our co-produced exhibitions and displays and to get involved in the care of the museum's collection.

A handwritten signature in black ink, appearing to read "Victoria Reeves". The signature is written in a cursive, flowing style.

Victoria Reeves, CEO

Who we are....

Our vision is: 'NJM has a positive influence on people and their relationship with the law'.

Our purpose is:

'We tell the story of justice through time. We work inclusively and collaboratively with communities, supporting the creation of a fairer and equitable society.

We empathetically enable people of all ages to extend their understanding of the law and justice system, so they are inspired by their rights and responsibilities to play an active role in society.'

All our work and delivery are underpinned by our values which are:

- Innovation that influences people's relationship with the law
- Sustainable in all we do
- Storytelling to engage all our stakeholders whether that be visitors, users, young people, families and local supporters and communities
- Dynamic in our approach to keep what we do relevant
- Creative in the way we solve problems
- Representative of our communities and the issues they care about

We aim to:

- Excel as the national leader of public law education
- Maintain the financial resilience and sustainability of the organisation
- Champion a green agenda and our commitment to environmental sustainability
- Ensure the well-being of our workforce of staff and volunteers
- Use our museum and collections creatively to support our work
- Expand our audience reach and ensure positive and inclusive engagement and representation for all those that engage with us
- Ensure integration, application and engagement with digital technology throughout the organisation

The Role

Based	Nottingham, may on occasion, be asked to travel to one of our other locations
Salary	£28.5k
Job title	Exhibition and Collections Curator
Key relationships	Head of Collections and Research, Creative and Youth Coordinator, Community Engagement Curator, Learning Team, Marketing Team, Visitor Experience Team
Reports to	Head of Collections and Research
Contract	Full time fixed term to April 2028
Purpose of the job	You will help shape and deliver our inclusive, innovative curatorial programme of exhibitions, displays, commissions and collection management. Working within the Creative Programme Team, you will research, curate, and produce exhibitions at the National Justice Museum that align with our strategic vision and engage diverse audiences.

Working closely with the Creative Programme team to deliver co-produced projects with communities, artists, higher education institutions and partners to co-curate the museum's programme of temporary exhibitions, displays, interventions and commissions.

The role covers exhibition delivery, collections management, research, interpretation and VR content. You will collaborate across internal teams and gain broad experience across multiple projects.

If you think this is you, please read the details provided carefully and email a CV and succinct (no more than 2 A4 sides) application letter ensuring you demonstrate how you fit the person specification to: bev.baker@nationaljusticemuseum.org.uk alternatively you may submit a short film.

The closing date for applications is **5pm Sunday 26th July.**

Creative Programme Team

The Creative Programme Team delivers the museum's programme of temporary exhibitions, displays, interventions and commissions, including gallery guides and VR tours. The team is led by the Head of Collections and Research and includes this role, a Creative Youth Coordinator and a Freelance Community Engagement Curator.

The Exhibition and Collection Curator will work closely with this small team to deliver co-produced projects with communities, artists, higher education institutions and partners.

The role covers exhibition delivery, collections management, research, interpretation and VR content. You will collaborate across internal teams and gain broad experience across multiple projects.

What You Will Gain

The National Justice Museum supports staff development. In this team, you will be encouraged to contribute your ideas, realise your potential, develop your knowledge and understanding of justice and social justice issues within a collections and exhibition context, learn new skills and build your public profile. We encourage continued professional development in all staff roles and believe it is key to the development and success of the National Justice Museum.

Job description

Duties & Responsibilities

The museum has two temporary exhibition spaces and multiple permanent galleries. We deliver two temporary exhibitions and three Project Lab displays annually, each exploring social justice through artworks, new commissions and collection material. Exhibitions are accompanied by publications, VR tours and a public programme.

You will work on several projects simultaneously, combining collections care with creative interpretation and community engagement.

Key responsibilities and duties
Research • Build broad knowledge of justice and its social, cultural and political contexts. • Research themes and collections for temporary exhibitions and Project Lab displays. • Identify and research artists for commissions and displays. • Take an active role in the creative programming and ideation sessions, manage and communicate strategically

Exhibitions

- Manage, co-ordinate, co-curate and design exhibitions and displays to high standards and within budget.
- Prepare object and loan lists.
- Produce floorplans and work with internal teams and technicians on installation.
- Write accessible interpretive content (guides, VR tours, web and social media).
- Oversee production schedules and ensure effective internal communication.
- Support contractual arrangements, travel logistics and partner communications.
- Track and forecast budgets, raising POs and processing invoices.
- Work with the wider programming team to align the public programme with the exhibitions and displays
- Lead evaluation of visitor and community feedback; maintain accurate project records.
- Support community co-creation activities and deliver celebration events.
- Supervise volunteers, interns, freelancers and student placements.

Collections Care & Development

- Manage object movement, preparation and conditions for exhibitions and loans.
- Support collections care, documentation and development, ensuring inclusivity and diversity are embedded in the museum's collecting practice.
- Administer loan documentation and ensure compliance with loan conditions.
- Maintain high standards of display, handling and environmental conditions.
- Maintain accurate CMS records.

Other duties

- Promote equality, diversity and inclusion across collections, interpretation and partnership work ensuring the National Justice Museum reflects, includes and provides for people from all backgrounds
- Attend meetings, community events and occasional evening/weekend activities (TOIL provided).
- Commit to training, upskilling and inclusive, anti-racist practice.
- Represent the museum at events and contribute to sustainable working practices.
- Support internal working groups where possible (e.g., Greener Museum, Accessibility and Inclusion).
- Develop and maintain excellent internal and external working relationships that meet the values of The National Justice Museum
- Comply with relevant National Justice Museum policies.

Person Specification

Qualities, skills and knowledge	Essential	Desirable
Qualified museum professional or 3+ years in exhibitions and collections roles.	E	
Strong experience/knowledge of person-centred design and design thinking methodologies in curating and delivering co-produced exhibitions and displays, including working with artists and communities.	E	
Strong visual, research, writing and interpretive skills.	E	
A personal commitment to access, diversity, and inclusion in museum contexts.	E	
Experience with museum collections, documentation, Spectrum and CMS systems.	E	
Excellent organisation, negotiation and project management skills.	E	
Excellent verbal, written and digital communication skills with friendly, engaging and enthusiastic communication style	E	
Ability to manage budgets, multiple projects and sensitive situations.	E	
Able to work independently and as part of a team	E	
Ability to work creatively, experimentally, contribute to and embrace new ideas	E	
Kindness, empathy, flexibility and a willingness to understand multiple perspectives, approaches and opinions	E	
An interest in our enduring theme of justice/social justice, crime, law and punishment		D
Experience reaching under-engaged audiences		D
An interest in the role museum collections play in connecting people with each other.		D
Experience supervising volunteers or placements		D
Familiarity with NJM's programme, collections and mission.		D
Basic photography skills		D

These criteria are guidelines. We welcome applicants with transferable skills who may not meet all requirements.