



Cold War Network:

Development of the Cold War Network Education Toolkit

A practical, member-informed toolkit supporting educational programmes and activities across the Cold War Network

1. Purpose

The Cold War Network is seeking a Heritage Education specialist to support the development of a Cold War specific Educational Toolkit as part of a National Lottery Awards for All funded project.

This toolkit is intended to provide a practical resource to support member organisations in developing a range of Cold War themed educational offers for a wide audience.

Rather than producing a generic educational handbook, the toolkit will be developed specifically for the Cold War Network, drawing on member experience, recognised best practice and existing sector guidance.

The project will conclude with the delivery of a completed toolkit including all written content, templates, case studies and supporting resources required for digital development and publication. The 2D design will be taken forward by the Network in a separate stage.

2. About the Cold War Network

The Cold War Network is a UK-based platform that facilitates collaboration and knowledge exchange among individuals and organisations with an interest in the Cold War era. This includes those who own, manage or curate a Cold War site or collection or are involved in related research.

Membership is free and open to anyone with an interest in Cold War heritage.

The Cold War Network aims to:

- Share Best Practice: Learn from the experts and stay updated on the latest in Cold War studies.
- Connect with Experts: Network with like-minded individuals passionate about the Cold War era.
- Secure Funding: Discover opportunities to fund Cold War research, exhibitions, and projects.
- Shape the Future: Contribute to discussions on Cold War themes and help preserve this history.
- Engage and Educate: Support the development and preservation of Cold War collections.

The Network emerged from a research project hosted at Leeds Beckett University and has more than 650 members. It was established as a Community Interest Company in January 2025 and organises National Cold War Heritage Week (an initiative supported by the National Lottery Community Fund).

3. Project Context

Cold War Network received NCLF funding in 2025 to create complimentary toolkits supporting education and volunteers. These toolkits are national in scope and member-led. Both toolkits will be launched for the Cold War Heritage Week 2027

4. Project Principles

Development of the toolkit will be guided by four key principles

- **Cold War Network Specific**
The toolkit will be developed specifically for Cold War Network members and reflect the nature of Cold War heritage organisations and activities.
- **Member Informed**
The content will be informed by member feedback, practical examples and common challenges, helping ensure the toolkit reflects the realities of working within the Network.
- **Based on Best Practice**
The toolkit will draw upon recognised heritage education best practice. Where specialist guidance already exists, for example National Curriculum, GEM, Kids in Museums, and safeguarding, it will signpost members to organisations and official resources rather than reproducing detailed guidance.
- **Practical and Sustainable**
The emphasis will be on producing a resource that organisations can easily adapt and use, supported by templates, examples and practical tools that remain relevant beyond Cold War Heritage Week 2027.

5. Project Delivery Approach

The project will be delivered over ten consultancy days over October and November 2026.

The approach has been designed to balance practical engagement with members against the available project resource, ensuring that time is focused on producing a high-quality and usable toolkit.

Directors of the Cold War Network will be able to point the successful candidate to relevant member contacts and case studies at the start, there is also the facility to circulate a questionnaire more generally via the Network's newsletter.

A suggested timeline is below, but please comment and adapt in your tender application.

Phase 1 – Discovery & Project Initiation (0.5 day)

Output – Agreed project scope, delivery plan and digital requirements.

Phase 2 – Gathering examples and engagement (4 days)

Output – Ensuring that the toolkit is member informed.

Phase 3 – Toolkit Development (3.5 days)

Output – complete draft toolkit.

Phase 4 – Member Feedback (1 day)

Output – refined toolkit content informed by member and Advisory Group feedback, where available.

Phase 5 – Final Editing and Preparation for Digital Development and Publication (1 day)

Output – completed toolkit ready for handover for digital development and publication.

6. Deliverables

The commission will deliver:

- A completed Cold War Network Educational Toolkit, including all written content, practical guidance, templates, case studies and supporting resources, ready for handover for digital development and publication.
- An organisational self-assessment tool to support member organisations in reviewing and developing their educational offer.
- A suite of practical templates and checklists that can be adapted for use across the Cold War Network.
- Member-informed case studies and examples of effective educational practice from across the Network.
- Signposting to recognised sector guidance and resources where specialist advice already exists.
- A further filmed webinar may be required for digital content. This would be funded in addition to the above.

7. Person Specifications**Essential Criteria**

- History background as evidenced by degree or equivalent experience
- Knowledge of the National Curriculum
- Educational experience within a museum or heritage setting
- Experience of creating written educational resources

Desirable Criteria

- Cold War specific knowledge
- Experience with object based learning methodology

Please apply by emailing a CV and Covering Letter to info@coldwarnetwork.co.uk by 30 September 2026