



## **UTTLESFORD DISTRICT COUNCIL**

### **SAFFRON WALDEN MUSEUM**

#### **Learning & Outreach Officer**

#### **Salary Grade 5 Starting Salary £23,398**

Uttlesford is a thriving predominantly rural District in north-west Essex equal in size to half of Greater London, with international air (Stansted Airport), road and rail networks. With both new development and an historic and rural environment it offers the best quality of life in England and Wales.

Saffron Walden Museum is seeking an energetic and proactive learning specialist, to develop the Museum's learning and outreach services and play a key role in the Museum development plans over the next few years. The Learning & Development Officer will be an excellent communicator, passionate about heritage and committed to helping people of all ages to engage with museum collections. You will be responsible for providing sessions for school and adult groups, and planning a regular programme of holiday activities in our family-friendly museum. You will also have an important role in outreach and consultation projects across the district and contributing to plans for developing the Museum, its services and interpretation of collections.

You will be part of a small dedicated professional team and experienced in working with volunteers. Work is based at museum buildings in Saffron Walden but will include travel to schools and other venues around the district. Keyholder duties and flexibility in hours, including participation in the Saturday rota and some evening working, is a requirement.

Saffron Walden Museum is a major local heritage attraction with extensive collections of human and natural history from Uttlesford district plus fine collections of world cultures, decorative art and much more. This post is critical to broadening and providing a first-class experience for our audiences and engaging with local communities.

A full enhanced DBS check is required for this post.

**For an informal discussion, contact Carolyn Wingfield, Curator on 01799 510333 (Tuesdays to Fridays).**

If you are interested in this post please telephone our 24 hour recruitment answerphone on 01799 510666 for an information pack and application form, or alternatively visit our website at [www.uttlesford.gov.uk](http://www.uttlesford.gov.uk) to apply online.

The closing date for completed applications is Friday 16 June and interviews will take place on Monday 3 July at Saffron Walden Museum.

**CVs will not be accepted.**

We positively welcome applicants from all sections of the community.