



Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

- Significant experience of initiating and delivering creative and engaging public events
- Significant experience of project management of complex projects
- Demonstrable experience of audience focused working methods
- Demonstrable commitment to broadening audiences
- Demonstrable commitment to a more inclusive and just cultural sector
- Experience of producing accessible content
- Experience of working in partnership with a wide range of people and organisations.
- A creative approach to engagement planning and delivery
- Excellent organisational skills
- Team worker
- Confident and able to relate well to people, with excellent communication skills
- Understanding of the potential and role of museums and galleries in society
- Highly motivated, target-driven and able to work in an accountable system and to deadlines
- Committed to Equal Opportunities & anti-discriminatory practice

Desirable

- Knowledge of evaluation and monitoring tools and techniques
- Experience of monitoring budgets
- Experience of fundraising
- Experience of coordinating the work of staff and volunteers
- Knowledge of digital and or AV interactive development
- Experience in the development, planning, preparation and delivery of temporary exhibitions

Part B

The following criteria will be further explored at the interview stage:

- Significant experience of initiating and delivering creative and engaging public events
- Significant experience of project management of complex projects
- Demonstrable experience of audience focused working methods
- Demonstrable commitment to broadening audiences
- Demonstrable commitment to a more inclusive and just cultural sector
- Experience of producing accessible content
- Experience of working in partnership with a wide range of people and organisations
- A creative approach to engagement planning and delivery

Additional Requirements

- The role will require some lifting and handling duties (e.g. lifting objects and object crates)
- The role will require the holder to work occasional weekends and evenings
- The role will require the job holder to travel throughout the North East and beyond on an occasional basis.