



**Folkestone Town Council**

**Heritage Support Officer – Outreach and Audience Development**

25 hours per week

Fixed Term 6 month contract

**Salary circa £21,268 – £22,658 pro rata**

**Grade LC1/2 scale 23-25**

Folkestone Town Council is looking to recruit a fixed term, part time Outreach and Audience Development Officer for Folkestone Museum; working 25 hours per week on a 6 month fixed term contract, experienced and skilled at developing and delivering education programmes, activities, interpretation and interactive elements within a heritage environment.

Candidates should have experience in an arts or cultural organisation; ability to devise and implement audience development campaigns as part of a wider communications strategy; excellent written communication and proofreading skills; excellent interpersonal skills and be approachable with a positive and enthusiastic attitude; high level of computer proficiency; organised and efficient in planning, prioritising, managing own workload and meeting deadlines; experience of monitoring, analysing and evaluating projects.

The closing date for applications is 19<sup>th</sup> February 2018; candidates must be available for interviews on 26<sup>th</sup> February.

For further details contact: 01303 257946 or [georgina.wilson@folkestone-tc.gov.uk](mailto:georgina.wilson@folkestone-tc.gov.uk)

Please submit a CV and Covering Letter in your own style detailing your interest in the position and what you think you can bring to the role.