

## **Arundells Curator**

### **Person Specification**

#### Essential

Significant practical experience of working with historic collections, preferably gained in an historic house environment.

A track record of success in collections management planning and in the use of collections management software, ideally MODES

A sound understanding of the Museum Accreditation Scheme, especially with regards the standards for managing collections and SPECTRUM procedures

An firm appreciation and acceptance of the challenges of balancing conservation, visitor access and commercial objectives within in a historic house setting

Experience in handling, cleaning and storing a range of material types

Ability to champion collections best practices to colleagues, volunteers and other stakeholders, and in leading risk management activities

Ability to plan and lead collections projects and to advise and train others

Experience in recruiting, training and managing collections volunteers

Excellent organisational skills and an ability to manage own time and workload

Excellent communication, negotiation and influencing skills – both verbal and written

Able to meet the physical demands of housekeeping and deep cleaning

An outgoing, positive and upbeat team player, with a good sense of humour and a hands-on, flexible, approach

#### Desirable

A higher-level qualification in Museum Studies, Heritage Management or similar.

Experience in working with a board of trustees and for a registered charity.

Experience in making funding applications

A pragmatic and practical approach to the balancing of conservation ideals with commercial objectives

A First Aid qualification.

Evidence of CPD

