



## Mary Rose New Museum

### Collections Development and Curatorial Intern

RESPONSIBLE TO:	Collections Manager and Curator
HOURS OF WORK:	37 hours per week
CONTRACT:	12-week placement, starting 24 <sup>th</sup> June until 13 <sup>th</sup> September 2024
SALLARY:	At rate of Real Living Wage (currently set at £12.00 per hour)
JOB PURPOSE:	To provide support evaluating the visitor experience to inform the development and interpretation of the Mary Rose Museum and its collection as well as aid in the development of the associated Collection and Archive.
KEY RELATIONSHIPS:	Conservation Manager, Collections Assistant, Conservator, Head of Research, Deputy CEO.

#### 1. Key Responsibilities

- Opportunity to assist in the processing of material held in the Secondary Collection - including entering, accessioning, researching, cataloguing and locating.
- Assisting in the administrative support and processing of material gifted to the collection (e.g. photos and objects).
- Visitor evaluation, looking at different styles of interpretation in the museum.
- Research into the collection and archive.
- An individual project developed in collaboration with the Collections Manager and/or Curator to enhance a specific aspect of the collection or archive.
- Opportunity to aid in the creation of temporary display within the museum.
- Preparing blog(s) reflecting on the internship itself or themes from researching the collection. These will be shared on the Mary Rose Museum website and social media.

## 2. Person Specification

Essential	Desirable
Studying undergraduate or masters level course	Studying an undergraduate or masters level course in a relevant subject
Good communication and interpersonal skills to be able to work alone or as part of a team	A genuine interest in the Mary Rose Museum and Collection
An adaptable, organised and pro-active approach to work	Relevant experience and proven ability
Self-motivated and flexible to incorporate changing work programmes	An interest in history, collections care, interpretation, museums and/or maritime archaeology
Ability to work effectively with a range of professionals	
Computer literate	

## 3. Other Duties

Undertake any other duties at the request of the line manager which are commensurate with the role, including project work.

Contribute to a healthy and safe working environment by adhering to health and safety regulations and Trust policies.

Abide by the Data Protection Act (2018) and ensure that all personal information is held and processed in accordance with the respective policy and procedure.

## 4. Key requirements

Applicants must be able to work between Monday 24<sup>th</sup> June and Friday 13<sup>th</sup> September 2024.

Applicants must be currently registered as a student or immediately going from Undergraduate to Postgraduate study.

Accommodation is the responsibility of applicants to arrange.

Note – we are unable to support visa applications and applicants must already have permission to work in the UK.

If also applying for the Conservation Internship, a separate covering letter and CV should be submitted.

Submit CV and covering letters for the Collections Development and Curatorial Intern role to Alastair Miles, Acting Head of Collections, by email at [a.miles@maryrose.org](mailto:a.miles@maryrose.org).