



**Job Title:** Digital Internship, Second World War and Holocaust Partnership Programme

**Based at:** working from home plus working on site at the Scottish Fisheries Museum in Fife and the Devil's Porridge Museum in Dumfries & Galloway

**Employer:** Scottish Maritime Museum on behalf of Industrial Museums Scotland (IMS)

**Reporting to:** IMS Coordinator

**Salary:** £13,419,90 – based on £9.30/hour rising to £9.50/hour from April 2022

**Contract length:** 9 months

**Job type:** full time / 35 hours/week

## Background

This paid Internship is part of the new Imperial War Museums-led Second World War and Holocaust Partnership Programme (SWWHPP), funded by the National Lottery Heritage Fund.

Alongside the opening of new Second World War and The Holocaust Galleries in 2021, IWM's Second World War and Holocaust Partnership Programme (SWWHPP) is supporting eight cultural heritage partners across the UK to engage with new audiences and share hidden or lesser-known, local stories related to these histories. Each SWWHPP Partner is hosting a Digital Internship to support the development of digital resources and activities co-produced with local people and creative artists.

We champion diversity and promote inclusion and equality of opportunity. We recognise and value the benefits of a diverse workforce, therefore we welcome applications from people of all backgrounds.

## Role Description

The purpose of the role is to provide experience of working in museums and the cultural sector and of working with community audiences in co-producing digital resources and activities that will explore local stories related to the Second World War and Holocaust. You will be based at the Scottish Fisheries Museum in Fife and the Devil's Porridge Museum, but you will also benefit from working closely with the Imperial War Museums' team leading the SWWHPP.

This is an opportunity for an enthusiastic and motivated individual to showcase their digital skills as part of a dynamic, innovative public engagement project. You will build knowledge of museums and the cultural sector, while gaining real life experience in a creative environment. Training will be provided on how museums work and the role of digital in the

cultural sector, as well opportunities to learn from sector leading staff across the Partnership and from the other members of your cohort of Interns. At the start of your role we will develop a plan for the Internship with you, matching your skills to the project.

The project will be managed by IMS and led by two of its members, the Scottish Fisheries Museum and the Devil's Porridge Museum. The project will work with communities from each community to explore themes and collections relating to the Second World War – these will go on to form part of an In Real Life (IRL) and online exhibitions. At session working with these communities, and at family session in other IMS members, a totemic artwork will be created, which will be displayed across the collective.

This post will be based working from home. In addition, there will be a period of training at Summerlee Museum of Industrial Life in North Lanarkshire. Periods of working on site will take place at both the Scottish Fisheries Museum in Anstruther, Fife and the Devil's Porridge Museum in Eastriggs, Dumfries & Galloway. On the assumption that the Intern will live somewhere between Anstruther and Eastriggs, expenses will be paid for out of pocket travel costs involved with site visits and other meetings as part of the role.

This post requires some travel to other Partner organisations. Travel costs to other Partner organisations will be covered as part of the Internship, including overnight stays as necessary.

### **Key Responsibilities:**

The Digital Intern will:

- Support the development of digital content to bring stories to life for existing and new audiences
- Attend training and networking opportunities across the Partnership, including a residency at IWM London and skills workshops, and support digital skills sharing
- Carry out photography of collections items and upskilling other staff
- Carry out collections research
- Assist in facilitating community/family sessions, including documenting process via digital means and on social media
- Develop and manage a social media campaign with all IMS members
- Work with collections staff on the IRL exhibition
- Work with teams on the online exhibition
- Install the online exhibition
- Document their work by digital means and on social media
- Share their learning in blogs and in online sessions with teams
- Work with teams to create blogs

### **The Person We're Looking For**

The Internship is primarily aimed at applicants with confidence in using digital technologies, who may be preparing for a career in the digital and/or creative industries or are already working in this field and are looking for experience in an area where digital skills are in demand. No previous experience of working in museums is required for this role but a passion for sharing stories is essential.

Essential characteristics:

- Confident in creatively using digital technologies to engage and inspire audiences
- An interest in the role of digital in the cultural heritage sector
- Interested to learn about the cultural heritage sector
- Strong communication skills, both written and verbal
- Able to plan and organise time effectively
- Excellent interpersonal skills
- IT literate with experience of using Microsoft Excel and Word

Desirable characteristics:

- An interest in, and knowledge of twentieth century history and public commemorations
- Experience of working with the public

### How to apply

Our recruitment and selection process aims to select the applicant whose skills, knowledge and experience best match those set out in the person specification and whose attitude and character fit our culture based on our organisational values.

To apply for this post please send us:

- a copy of your CV(s) (no more than two sides of A4)
- with a covering letter (no more than two sides of A4) which demonstrates how you think you meet the requirements of the role.
- please include the names and contact details of two referees.

Please return these to [discover@goindustrial.co.uk](mailto:discover@goindustrial.co.uk) by 5pm on Tuesday 4<sup>th</sup> January 2022.

- Candidates informed of selection for interview: Friday 7<sup>th</sup> January 2022
- Interviews via Zoom: w/c 17<sup>th</sup> January 2022
- Candidates informed of decision by Friday 21<sup>st</sup> January 2022
- It is our intention that the successful candidate will be in post by late February/early March, in time to attend a residential alongside the other digital interns working on the project with other partners.

Any informal queries about the role may be directed to the IMS Coordinator Emma Halford-Forbes on [emma@goindustrial.co.uk](mailto:emma@goindustrial.co.uk) or 07751238872.

