

WHALEARTS •



Job Title	'Wester Hailes: Your Story, Our Story' Archivist
Accountable to	Creative Development Coordinator
Location	WHALE Arts, 30 Westburn Grove, Edinburgh , EH14 2SA (Wester Hailes)
Hours of Work	Negotiable
Pay	£1000
Deadline	17:00 Friday 9 June 2017

Summary of Post

We are currently looking to recruit a freelance archivist to support our Heritage Lottery funded project 'Wester Hailes: Your Story, Our Story'.

The archivist will document collections from the WHALE Arts archive in order to preserve items and make records accessible for future use. The archivist will engage community activists to share their stories about the community of Wester Hailes, in particular how this relates to the formation of WHALE Arts, and will produce an exhibition for the WHALE Arts Centre.

The project is to be completed by January 2018.

Background Information:

WHALE Arts

WHALE Arts is a community-led charity that provides access to the arts for people of all ages in Wester Hailes and across South West Edinburgh. WHALE Arts facilitates projects and events to involve those traditionally excluded from the arts in our purpose built centre.

Wester Hailes: Your Story, Our Story

WHALE Arts will connect community members of all ages with their roots, explore local history, and the intersection between art and heritage. This project is part of Scotland's Year of History, Heritage and Archaeology.

Person specification

Skills	<ul style="list-style-type: none">• Experience delivering high quality heritage activities in a community setting• Excellent interpersonal and communication skills• Good time management• Enthusiastic about heritage, archives, collections and interpretation• Interest and understanding of the history of Wester Hailes• Ability to build rapport, engage and support adults
Experience	<ul style="list-style-type: none">• Educated to Degree level in librarianship, history, collections management or similar subject• Experience of working with adults on a variety of community based projects• Knowledge of the issues that affect adults living in areas of deprivation
Knowledge	<ul style="list-style-type: none">• An awareness of health & safety issues and risk assessments• An understanding of Equal Opportunities

This role is conditional upon receipt of a satisfactory Enhanced Disclosure Scotland certificate or PVG certificate.

Application Process:

Applications should be submitted **no later than 5pm on Friday 9th June.**

Please email your CV (no longer than two pages) and proposal to: info@whalearts.co.uk using 'Freelance Archivist' as your subject heading.

Contact Details:

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