**HERITAGE PROJECT INTERN - RECRUITMENT PACK**

**Provan Hall Community Management Trust** is looking for a Heritage Project Intern to work on an exciting heritage education project – the development of an education pack for Primary 4-7 pupils, linked to Curriculum for Excellence experiences and outcomes.

**About Provan Hall**

Provan Hall is an A listed medieval building located in Auchinlea Park, which sits at the heart of Easterhouse. The building is currently undergoing a £2m restoration that will safeguard this important heritage asset as a new hub for heritage learning and engagement, and a visitor gateway to the Seven Lochs Wetland Park.

Neighbourhoods across Easterhouse rank in the top 10 most deprived areas in Scotland (SIMD 2020) and the area is a focus for regeneration activity. It has a population of around 9,000 and sits to the north east of Glasgow city.

Easterhouse has a higher proportion of school age children than Glasgow as a whole, but S4 pupil attainment is 24% lower than the Glasgow average. The number of children living in poverty is 31% higher than the Glasgow average. (Glasgow Centre for Population Health). Estimates of male and female life expectancy are lower than the Glasgow average.

Following its restoration, which will be completed in November 2022, Provan Hall will be managed and operated by the Provan Hall Community Management Trust. The aim of the Trust is to use the building renovation as a catalyst to engage and inspire local people in their heritage by providing opportunities that connect local, and especially young, people to the past and inspire further learning and activity.

**About the role**

This is a 3 month role (around 60 hours), from January to March 2023. It is funded by the Association of Independent Museums and is part of a wider project – ‘Telling the Stories of Provan Hall’.

You will:

* Review the research available about the people who lived and worked at Provan Hall, the contextual social and political history, the building and the landscape heritage dating from the origins of the building at Provan Hall to the current time
* Develop an education pack suitable for P4-7 linking the above with Curriculum for Excellence experiences and outcomes, which can be used in the classroom and also encourages school visits to Provan Hall
* Develop the pack as both a physical and digital resource.

As heritage intern you will learn how heritage projects operate in the community. You will work with project stakeholders and local teachers and undertake research and project administration. You will be expected to work both independently and as part of a small team.

This internship is suitable for someone looking to build a career in the heritage and/or education sector. A desire to learn will be essential, as well as strong communication and organisational skills.

**HERITAGE PROJECT INTERN - JOB DECRIPTION**

**RESPONSIBLE TO:** Operations Officer (will be directly supervised by an Interpretation Professional)

**ROLE & RESPONSIBILITIES**

* Gathering and processing information from previous research and project outputs
* Relating that information to Curriculum for Excellence experiences and outcomes suitable for P4-7
* Developing an education pack that covers social and natural heritage outcomes
* Developing a physical and digital resource for teachers that encourages visits to Provan Hall

**PERSON SPECIFICATION**

* Enjoys working on own initiative as well as within team
* Confident communicator at all levels
* Strong organisational and time management skills
* Ability to research and collate information.
* Ability to work flexibly, independently, and resourcefully
* Able to commit to working within the specified timescale

**TERMS AND CONDITIONS**

Salary/Fee: £1500

Working hours: flexible, between January and March 2023

Location: Provan Hall and surrounding areas

**HOW TO APPLY**

The deadline for applications is Friday 25th November 2022 at 5pm.

Please email your CV along with a covering letter (no more than two pages) to info@provanhall.org setting out how your experience and skills match the requirements of this role.