

 **Exhibitions Officer**

**Grade 6: £28,660 - £34,189 p.a.**

**Full time (Part time hours would be considered)**

**Maternity Cover**

The Museum of Natural History is offering a great opportunity to join its dynamic public engagement team to cover maternity leave. This varied and rewarding role contributes to the Museum’s changing temporary exhibition series, public event programme, and permanent displays.

We are looking for an experienced exhibitions officer who will be responsible for project managing exhibitions in our Contemporary Science and Society series. Each exhibition will have a full programme of activities aimed at different audiences and the exhibitions officer will be responsible for co-ordinating the programme, working in partnership with other members of the public engagement team, as well as public engagement officers and researchers embedded in University departments.

The Exhibitions Officer will also be involved in working with the Public Engagement Manager to develop the Museum’s Masterplan for redisplay of the main gallery.

The successful candidate will have a track record of developing and delivering exhibitions (particularly temporary exhibitions) and associated programming on time and on budget. The role requires strong diplomatic skills and excellent IT skills.

Applicants must complete the online application form on Oxford University’s website and include a **CV and supporting statement addressing the selection criteria** aslisted in the Job Description. The supporting statement must explain how you meet each of the selection criteria for the post, using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants).

For further details on the Museum please see our website [www.oumnh.ox.ac.uk](http://www.oumnh.ox.ac.uk). Please contact the Deputy Director and Head of Public Engagement Janet Stott using the contact details below.

Closing date: Monday 5th November - noon

Interview date: 20th November 2018

Contact: Janet Stott - janet.stott@oum.ox.ac.uk / 01865 272987