

Information and Engagement Assistants

Chambers Institute Peebles

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- £9.90
 - 5 hours per week (Sunday)
 - Temporary
 - Job Ref 0665

We currently have a new opportunity for a hard working and motivated Information and Engagement Assistant to work with both the Assistant Librarian and Assistant Curator to promote a positive, welcoming environment and to deliver a high quality library and museum service at the Chambers Institute.

Duties will include assisting in the delivery of daily operations, activities programme, security and supervision of the library and museum, assisting customers with enquiries, including facilitating interaction with the museums, library and archives collections, databases, exhibitions and digital resources.

This is an exciting post that offer opportunities to gain a wide variety of transferable skills. As elements of this job will be physical, candidates must be prepared to undertake lifting, moving, carrying and occasional use of ladders, tools and equipment.

Training can be provided.

This post is specifically to work on a Sunday only. There may be a possibility of providing cover at other locations such as St Ronan's Well.

We are committed to fair pay, and offer generous annual leave, as well as a number of other staff benefits. For the full role profile and the information needed to apply please see our website

<https://www.liveborders.org.uk/get-involved/jobs/>

Closing date – Friday 15th July 2022 at 17.00 hours

Interviews TBC

At the heart of charity Live Borders is a commitment to our communities being healthier, happier and stronger.