



Based in the heart of the beautiful Derbyshire countryside, Eyam Museum tells the story of the village through the ages. Famously known as the 'Plague Village', the museum explains how the plague came to Eyam in 1665 and the heroic self-sacrifice of the villagers as they decide to quarantine themselves rather than allow the plague to spread to neighbouring communities.

The museum continues to tell the story of the village through the ages, showing the growth and decline of local industries.

Welcoming more than 30,000 visitors each year, Eyam Museum is a must-see for anyone visiting the area.

We are looking to recruit two Visitor Assistants ahead of the 2023 season.

<b>Title:</b>	Visitor Assistant
<b>Location:</b>	Eyam Museum, Eyam, Derbyshire
<b>Hours:</b>	6 hours per day, 1 day per week on a Saturday or Sunday from February to December 2023. Additional hours may be available during school holidays
<b>Salary:</b>	£11 per hour

As Visitor Assistant, a core part of your role will be to provide a warm welcome to our visitors and to ensure the site is safe and presentable. Daily tasks will vary but will include opening and closing the museum, working on admissions, retail sales and answering any queries visitors may have. For further information please see the job description below.

The successful candidate must be friendly and outgoing, a good communicator and numerate with good IT skills. In house training will be provided.

If you would like to discuss the vacancy before making an application, please email [contact@eyam-museum.org.uk](mailto:contact@eyam-museum.org.uk) or call Rosemary Wise on 07835 260 170.

To apply please send your CV with a covering letter outlining how you meet the person specification to [contact@eyam-museum.org.uk](mailto:contact@eyam-museum.org.uk).

**Closing date:** Sunday 12 February 2023

## **Job Description**

The Visitor Assistant's main responsibilities will be:

- Providing fantastic customer service by welcoming and engaging with visitors, and answering any queries they may have
- Ensuring the site is safe and presentable at all times
- Opening and closing the museum
- Admissions and retail sales
- Beginning and end of day cashing up
- Any ad hoc duties as required

## **Person Specification**

The successful candidate will be:

- A confident communicator
- Enjoys working in a busy visitor-facing role, meeting different people and providing assistance
- Flexible with a positive attitude
- Enjoys working as part of a team
- Well-organised and able to work with minimal supervision
- Comfortable operating tills and card readers
- Numerate and computer literate