

**Job ad: Postgraduate Student Engagers**

Salary: £10.52 an hour (Grade 3, salary inclusive of London weighting)

Are you passionate about your research and excited to talk with people about it? Could you convey that enthusiasm to museum visitors and engage them in conversation? Would you like to work with a team of postgraduate students committed to developing innovative approaches to public engagement?

We are looking for research students to work in UCL's excellent museums to share their knowledge, engage the public in dialogue, and enhance visitors' experiences of UCL.

Student Engagers spend time interacting with museum visitors - both individuals and groups - talking with them about current research, and subjects connected to the museums. Engagers also increase the public profile of their work through regular contributions to the group blog <http://blogs.ucl.ac.uk/researchers-in-museums/> and the Twitter feed <https://twitter.com/ResearchEngager>

Student Engagers are enthusiastic communicators who can listen to visitor feedback, and use established evaluation procedures to record engagement experiences. Engagers also have opportunities to contribute to UCL Museums events and exhibitions, including devising and running their own public events.

This job is open to UCL Postgraduate students on research degrees in their first or second year. Appointments will be made on an as-and-when contract.

We will be recruiting six Student Engagers at this time. We aim to recruit two or three Engagers per School.

Application procedure

Please send your CV and covering letter outlining how you meet the requirements of the person spec to Celine West, via email or post:

Celine West email: celine.west@ucl.ac.uk
Head of Learning & Access
UCL Culture
Bidborough House
38-50 Bidborough Street
London WC1H 9BT

Closing date for applications: NOON on Friday 16th February

Short, informal interviews will be held on 2nd / 7th / 8th March

For further information/queries please contact Celine by email celine.west@ucl.ac.uk or tel 020 3108 8921

Postgraduate Student Engager: Job Description

Job Title: Postgraduate Student Engager: post only open to UCL Postgraduate students in the first or second year of a research degree

Department: UCL Culture

Salary: £10.52 an hour (Grade 3, salary inclusive of London weighting)

Job purpose

To engage the public with research undertaken at UCL, and with UCL's museums and teaching collections, working in UCL's three public museums and at related events, developing

new forms of engagement under the guidance of UCL museums staff.

Student Engagers are expected to work a minimum of one afternoon per week in one of UCL's museums; monthly hours are roughly 12-20 hours however these are flexible and breaks can be taken as needed for research.

Reports to

Head of Learning and Access; rota and day-to-day running of the programme is through the Student Engagement Coordinator.

Working with

Other student engagers, museum staff, Public Engagement Unit, Voluntary Services Unit, UCL researchers.

Duties

- Engaging with museum visitors - both individuals and groups - and talking with them about the subject matter of the museum, UCL, student life, and their own and current research activity.
- Listening to visitor feedback and using established evaluation procedures to record engagement experiences.
- Engaging with the public online through regular contributions to the Student Engagement group blog (<http://blogs.ucl.ac.uk/researchers-in-museums/>), writing about the museums and collections, UCL, student life, and current research activity.
- Planning and participating in public events, discussions and other team activities.
- Attend monthly meetings with other student engagers, colleagues from Museums and Collections, the Public Engagement Unit, and the Voluntary Services Unit, to share learning from public feedback and make recommendations for improvements and changes to services.
- Undertake training as required.

Additional points

As duties and responsibilities change, the job description will be reviewed and amended in consultation with the postholder.

The postholder will carry out any other duties as are within the scope, spirit and purpose of the job as requested by the line manager.

The postholder is required actively to follow UCL policies including Equal Opportunities policies.

The postholder will maintain an awareness and observation of Fire and Health & Safety Regulations.

PERSON SPECIFICATION

Experience

Currently undertaking postgraduate study in first or second year (research degree) at UCL essential.

Academic and Professional Qualifications

Undergraduate degree essential.

Skills and Aptitudes

Excellent interpersonal skills essential – ability to deal pleasantly and confidently with people of all ages and backgrounds.

Good listener.

Excellent written communication skills essential.

Ability to use standard IT packages essential.

Ability to deal calmly with conflicting demands essential.

Passion for interdisciplinary research and an ability to make creative and productive connections between museum subject matter, artefacts, and your own area of research expertise.

Proactive and a good sense of initiative

Personal qualities

Energy, enthusiasm and a positive approach to work essential.

Demonstrable commitment to engagement between universities and members of the public.

Demonstrable interest in the subject matter of at least one of UCL's museums.

Commitment to continuing personal development essential.

Commitment to UCL's policy of equal opportunity and the ability to work harmoniously with colleagues and students of all cultures and backgrounds essential.

Must be able to work flexible hours and be open to working occasional Saturdays.

Estimated breakdown of activity

Engaging with the public 80%, 70% of which will be face-to-face.

Administration e.g. email communications about rotas, and attending meetings 15%.

Undertaking training 5%.