

Heritage Vacancy

Position	Oral History Curator
Department	Heritage
Report to	Project Delivery Lead
Salary	Competitive salary plus excellent staff benefits.
Hours	Part-time, 22.5 hours per week, normally worked across 3 days per week.
	Evening and weekend working may be required.
Location	Tynecastle Park, Gorgie Road, Edinburgh, EH11 2NL.
Closing Date	28 th March 2024 – Close of Play

Heart of Midlothian is a Scottish Premiership Football Club and an Edinburgh institution with a proud heritage dating back to 1874. Hearts is celebrating its 150-year anniversary in 2024. The ambitious Maroon Mile Project funded by The National Lottery Heritage Fund, is just one of many plans to celebrate the Club's Sesquicentennial. This includes a one-mile-long trail to celebrate the history of the Club and the local area.

Therefore, the Club has a rare and exciting opportunity for an Oral History Curator to support the Project Delivery Lead in the delivery of the Maroon Mile Project by collecting tangible and intangible histories. Responsible for coordinating the Project to ensure the collection, transcription, and preservation of oral histories from the community around the Maroon Mile. This role is fixed term for a period of 12 months.

Key Responsibilities:

- Liaise with the Scottish Oral History Centre throughout the Project, to ensure best practice regarding the collection, transcription, and preservation of the oral testimonies.
- Arrange Oral History Training for all relevant staff & volunteers to ensure best practice and successful Project delivery.
- Engage with the local community, including schools, community groups, residents, football fans, and local businesses.
- Assist with research, writing, and editing interpretation and outreach materials for the Maroon Mile Project.
- Create and manage a clear loan system procedure for the handling kits based at the museum.
- Collect and collate relevant data for The National Lottery Heritage Fund reporting requirements.
- Provide guidance to heritage volunteers on additional duties to further heritage aims, such as digitization and cataloguing.
- Any other duties as reasonably requested by the Project Delivery Lead or Head of Heritage in relation to the overall delivery of the Project.

Essential Candidate Criteria:

- Experience with oral history projects.
- Experience with community engagement and outreach projects.
- Project Management experience (Desirable).
- Volunteer Management experience (Desirable).
- Able to evidence Legal Right to Work in the UK.
- Successful candidates must be able to reliably commute to Edinburgh or plan to relocate before starting work.

Person Specification:

- Passionate about history, heritage, and museum collections.
- Ability to meet deadlines and work well under pressure.
- Excellent planning and organisational skills.
- Conscientious and committed to attention to detail.
- · Excellent communication and interpersonal skills.
- Confident in engaging with various local community groups.
- Flexibility with weekly working patterns.

How to apply: If you think that you are suitable for the position and meet the criteria above, please send your CV and a Cover Letter to Recruitment@homplc.co.uk by close of play on Thursday 28th March 2024.

Please note, due to an expected high volume of applications the advert may be closed earlier than the closing date stated above.

HEART OF MIDLOTHIAN FOOTBALL CLUB IS AN EQUAL OPPORTUNITIES EMPLOYER AND FULLY COMMITTED TO THE SAFEGUARDING AND WELFARE OF VULNERABLE GROUPS. HEART OF MIDLOTHIAN IS A LIVING WAGE ACCREDITED COMPANY.