



Learning Engagement Facilitator

Do you like working with people? Are you confident and creative? Could you inspire others with your passion for history? We are looking for enthusiastic and engaging facilitators to join our team. You'll help us deliver our programme of educational visits and family friendly activities, ensuring that all our visitors can enjoy what we offer and are inspired to come back for more.

Job Summary:

Sulgrave Manor is a historic house and garden located in the Northamptonshire village of Sulgrave. The manor is a fine example of a Tudor and Georgian house. It was built and lived in by the direct ancestors of George Washington, first President of the USA. It was purchased in 1914 as a lasting memorial to peace between Britain and the United States, and is run by Sulgrave Manor Trust.

We deliver educational group visits to approximately 5,000 school children each year, as well as learning activities including family friendly events during school holidays. Learning Engagement Facilitators are responsible for delivering these visits and activities to the highest possible standard.

Contract type: Zero hours, paid at £8.50 an hour.

Hours: Variable on the days required. For example, school visits usually run 10am – 2pm, family friendly activities usually run 11am – 4pm, with additional time paid for setting up and clearing down.

Working Pattern: On a rota to meet service needs, may include weekends and bank holidays.

Key Responsibilities

- Facilitating learning visits and events, both independently and as part of a team, developing a working knowledge of our learning packages, programmes and activities.
- Prepare for learning visits and events including setting up benches/tables, opening the manor house, and ensuring props, resources, costumes, trail sheets etc., are ready for use
- Ensure that all spaces are cleared following visits or events, including light cleaning duties (for example, sweeping, wiping tables, checking the toilets, putting tables away).
- Be a friendly face to all of our visitors, welcoming them to the Manor and answering any questions they may have.
- Understand and follow Sulgrave Manor's Health & Safety Policy and emergency procedures.
- Understand and follow the Safeguarding Young People & Vulnerable Adults Policy.
- To complete any training requested by your Manager, including safeguarding training.
- To work as part of a team with learning staff and volunteers and undertake any other duties that may be reasonable requested.

Person Specification:

Knowledge

Demonstrable enthusiasm for history, willingness to learn about Tudor and Stuart history
Understanding of safeguarding principles and willingness to undertake related training

Skills

Fluent English
Excellent communication, written and presentation skills
Excellent interpersonal skills, able to adapt their approach for different audiences
Adaptable, flexible, able to manage time and think on feet – has a can do attitude
Team player

Experience

Demonstrable experience of working with people
Experience of speaking to/presenting to audiences and/or delivering group or family activities
Experience of working in a learning or heritage setting

More information about Sulgrave Manor can be found on our website at www.sulgravemanor.org.uk

For more information about the role please contact Laura Waters, House and Collections Manager, on 01295 760205.

To apply, please send a CV (up to 2 sides of A4) and covering letter outlining how you meet the requirements of this post to laura.waters@sulgravemanor.org.uk

Closing date: 12 noon on Thursday 23 May.

Interviews will be held Thursday 30 May at Sulgrave Manor.