

PITZHANGER

MANOR & GALLERY

Internship

Interested in pursuing a career in the arts and heritage sector? Pitzhanger Manor and Gallery Trust is looking for talented interns to join the team for month long placements.

This is an excellent opportunity for anyone looking for an immersive and diverse insight into the running of a historic house and contemporary art gallery. Pitzhanger offers the opportunity to experience the multiple features of a historic house and contemporary art gallery as well as what it takes to organise events, manage funding and marketing, as well as handle general day-to-day visitor experience. We are particularly interested in

Responsibilities may include:

- Working with Communications to plan and promote upcoming events and exhibitions
- Creating links with community contacts
- Working the Learning team deliver our schools and outreach programme
- Forging and managing links between other historic houses and museums/galleries
- Assisting Front of House with volunteer/touring duties and helping at events
- Updating/creating digital information databases and archives
- Research into trusts and foundations as well as giving schemes

Requirements:

- Enthusiastic and hard-working student/graduates with a passion and interest for the world of museums, arts and heritage.
- Strong communication and organisation skills.
- Ability to work well in a team.
- Excellent work ethic and can-do approach.
- Good writing skills and knowledge of standard tech office packages (excel, word, etc).
- Ability to contribute to social media platforms.
- Applicants must be available to intern for a maximum of 20 days.

About Pitzhanger Manor & Gallery

Pitzhanger Manor is the Grade 1 listed 'country' house of architect Sir John Soane, designed and built by Soane 1800 -1804 in what was then rural Ealing, West London. Pitzhanger reopened to the public in March 2019 following a £12m National Heritage Fund (formerly the HLF) and ACE-supported building project to restore Soane's original design and upgrade the adjacent Gallery so it can stage ambitious and

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challenging contemporary exhibitions. These have included the inaugural exhibition of mirror sculptures by Anish Kapoor, *Dappled Light* by Rana Begum, and Idris Khan & Annie Morris' *When Loss Makes Memories*. These exhibitions are supported by the learning and public programme mission to facilitate opportunities for creativity, participation and debate.

We are particularly interested in recruiting interns who live, work or study in the London Borough of Ealing.

Pitzhanger Manor & Gallery are committed to creating a diverse and inclusive company culture, and encourage/welcome applicants from any background, especially from underrepresented groups such as BAME or those with disabilities.

We are committed to supporting candidates so they can perform at their best throughout the recruitment process. This includes making reasonable adjustments to our process.

Internship available from - Easter holiday, onwards

Vacancy type - Full time, short-term/temporary (max 20 days)

Salary Unpaid - £25 a day stipend