# Newcastle

# Person Specification

## **Gallery Interpreter**

#### Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

### Essential

- Effective verbal communication skills.
- Experience of working with the public.
- Able to relate well to all members of the community.
- Able to carry out simple maintenance duties.
- Able to work under own initiative and with supervision.
- Excellent customer service skills
- Computer literate.
- Committed to Equal Opportunities & anti-discriminatory practice

#### Desirable

- Experience of exhibition invigilation.
- · Experience of delivering family and school activities.
- Experience of working within learning within museums, cultural or the heritage sector.
- An interest in art or related subject.

#### Part B

The following criteria will be further explored at the interview stage:

- Effective verbal communication skills.
- Excellent customer service skills
- Experience of working with the public
- Able to work under own initiative and with supervision
- Able to carry out simple maintenance duties
- Committed to Equal Opportunities & anti-discriminatory practice

#### **Additional Requirements**

• The job role will require the post holder to undertake some work outside of normal working hours on occasion (evenings and weekends).