

Visitor Welcome Intern

We are recruiting a Visitor Experience Intern to support us with the delivery of our open days and events in 2019.

Job Description

As a Visitor Welcome Intern, you will be supporting the Visitor Experience Coordinator in delivering exemplary customer service to our visitors and ensuring they get the most out of their visit. Your duties will include: Front of House stewarding, room stewarding, surveying visitors, monitoring the gift shop, events coordination, cash handling, and more.

There are **two** vacancies available.

Availability

We are open to the public Sunday – Thursday plus the second Saturday of the month. You will need to be able to commit to a minimum of 4 of our open days each month between April and September 2019. Your hours will be 10:45am – 16:15pm. You are welcome to take holidays during your internship.

Criteria

- Must be aged 16 or over.
- Must be in full or part-time education studying a course related to heritage or events management.
- We need someone who is: hardworking, dedicated, trustworthy, enthusiastic and able to follow instruction.

How to apply

To apply for this position, please send us your CV accompanied by a cover letter that tells us why you want to apply for this role and what you think you can bring to Middleton Hall & Gardens.

Please send your CV and cover letter to: amy.evans@middleton-hall.co.uk by **Thursday 28th February 2019**.

Interviews will take place in March 2019. You should be able to provide a reference on request. If you have any questions about this role please contact Amy, our Visitor Experience Coordinator by email: amy.evans@middleton-hall.co.uk or telephone: 01827 283095.