



## Core Project information

<b>Title</b>	Digital Heritage Project Leader	<b>Remuneration</b>	Unpaid, travel expenses covered
<b>Working hours per week</b>	12 days to be volunteered over 4-6 weeks, schedule to be mutually	<b>Appointment period</b>	From w/c 11 <sup>th</sup> June
<b>Reports to (job title)</b>	Newham New Deal Partnership's Heritage Project Officer	<b>Location</b>	Canning Town E16 1HN

## Project purpose *(Why does the project exist? What is it there to achieve or deliver?)*

*Discovering Stratford Village 1890-1990: Working lives, Working Community* is a two year community project funded by Heritage Lottery Fund that is researching, interpreting and celebrating the diversity of working lives of Stratford Village (E15) over a 100 years through archive research and oral history collection.

It is managed by a local charity – Newham New Deal Partnership. We are now completing the initial research phase, and are looking for students with an interest in 20<sup>th</sup> century history, particularly social and economic history, who can build on the initial research, and also help develop the narrative with us through the development of digital resources.

We are seeking a creative and research-orientated individual to work on the development of a walking app. The Digital Heritage Project leader would curate and upload available research material from archives and oral histories.

This is an exciting opportunities to shape the *Discovering Stratford Village 1890-1990* project, to help encourage local communities to engage with the history of their local area.

## Project Skill Requirements *(work experience, qualifications, specialist training, key skills, disposition)*

	Requirements	Essential/ Desirable
<b>Qualifications</b>	To be a current History / Arts undergraduate / postgraduate student at Queen Mary or a 2017 graduate	E
<b>Competency based skills</b>	<ol style="list-style-type: none"> <li><b>Motivation</b> - the ability to achieve key goals.</li> <li><b>Digital skills</b> - able to learn intuitive software programmes and upload content onto a walks app.</li> <li><b>Interest in 20<sup>th</sup> century UK history</b> - demonstrated through degree course or personal reading/interest</li> <li><b>Evidence of ability to review and select content to develop an resource</b> - e.g. through previous experience of story-telling, narrative making, editorial</li> <li><b>Historical research skills</b> - ability to synthesise material, undertake additional research, write it up suitable for publication</li> <li><b>Social media skills</b> - knowledge of social media and ability to develop a social media publicity programme</li> <li><b>Proactivity and use of initiative</b> - the ability to act in advance, plan ahead and carry out duties in a forward thinking manner.</li> <li><b>Communication Skills</b> - the ability to pass on information to others through a variety of means.</li> </ol>	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>D</p> <p>E</p>



## Responsibilities of the Role

The role requires someone who can work collaboratively with the Heritage Project Officer (and on occasion the CEO) but also be prepared to work independently to achieve outputs.

The role includes:

- Learning about the project: induction with the Heritage Project Officer, and accompanying her to any relevant meetings
- Developing a work plan for independent action
- Ensuring quality is embedded in the work, through regular project review and assessment
- Delivering the required
- Reviewing a walk app (<https://www.mytoursapp.com>) that the Discovering Stratford Village project intends to use. The Project Leader would review the app (a) for ease of use for creating a walk app, (b) test specifications by uploading material to create content, (c) produce an evaluation and (d) produce a user manual for uploading content (sound, picture and text files).
- Developing a marketing plan to publicise the app to local people so that they can download it for free.

This is a great opportunity to gain experience of working on a heritage project for a student thinking of a career in digital curation or heritage work.

Projects with a range of charitable organisations are coordinated for Queen Mary students and graduates by QM Careers.

**To apply for this role, please visit:** <https://qmul.onlinesurveys.ac.uk/qprojects-summer-2018-application-form-2>

Interviews will take place on Wednesday 13<sup>th</sup> June 2018.

