



## **Novium Museum and Tourist Information Centre Manager**

Full Time Contract, 37 hours per week Flexible hours (including some evenings and weekends)

Salary: Hay Scale 8 SP 38 £33,437 to SP 42 £37,306 per annum (subject to positive increment scheme)

Location: The Novium Museum, Tower Street, Chichester, West Sussex

### **The Role**

Chichester District Council has an opportunity for an experienced Museum Manager to join its dynamic and successful team.

This post has a specific focus on managing the museum and tourist information staff responsible for commercial activity, communications and marketing, exhibitions and collections development and learning programmes.

The ideal candidate will be an experienced and effective Manager, with a proven track record of managing and motivating successful teams and events/exhibition programmes and will have good business acumen to enable them to contribute towards the sustainability of the service in the future. They will also have well established leadership skills and be highly motivated with the ability to work independently.

The successful candidate will need to demonstrate the ability to maintain excellent working relationships at all levels and be able to contribute to service development plans and business planning.

This is a particularly interesting and exciting time to join the Council as we have an award winning Museum, established Friends of the Novium Museum and the opportunity to work to shape the future direction of the service as we explore the charitable structures.

The post holder is required to have a clean driving license and use of a car

For further information on this exciting opportunity please contact, Jane Hotchkiss Head of Commercial Services on 01243 531985, closing date 8<sup>th</sup> September 2017.