

# Ditchling Museum

## Placements at Ditchling

Ditchling Museum has successfully fund raised to purchase The Evan Gill Collection – Evan Gill was Eric Gill's younger brother and a keen collector of his brother's work. The collection includes drawings, correspondence, books and print of Saint Dominic's Press (printed in Ditchling).

This project is to catalogue the collection and to be involved in all aspects of developing access to the collection – conservation and storage (which will develop object handling skills), in-house displays (which will develop label writing and display skills), education events for adults and children (organisational skills) and the marketing and to explore possible merchandising opportunities that the collection might present.



A background qualification is not essential; the following list of qualities are desirable in relation to the training placements.

- IT literate
- Interest in museum collections
- Organisational skills
- Excellent attention to detail
- Effective research skills
- Administrative skills

## Main duties

- To audit the collection, accession and then input digital data using MODES software
- To photograph the collection for recognition purposes if required
- To assist the Curator and Assistant Curator in developing an education programme to complement the collection
- To assist the Assistant Curator with the administration of the education programme and events
- To assist the Curator and the Assistant Curator in developing and installing in-house displays about the collection (to possibly include printed interpretation and dialogue with graphic designers)

