

Ivybridge Community College

Career of the Week



Spring Term

Job Title: Archivist / Curator

Salary: £23,000 - £45,000 (experienced)

Working Hours: 38 - 40 hours per week. You could work in a museum, in an office or at a client's business. You might require postgraduate training to do this job - work experience or volunteering in museums / organizations that hold archives may help.

How Can I Get There? / Routes of Entry:

- Sixth Form
- College
- Apprenticeship (Level 7 (Masters) Archivist and Records Manager Apprenticeship)
- University (useful Degrees: History / Museum Studies / Languages / Law)

Local Providers:

- Ivybridge Community College and other Sixth Forms
- Exeter College
- University of Bristol / University of Exeter / University of Plymouth

Skills Required:

- To be thorough and pay attention to detail – you may catalogue and index collections / store items correctly and maintain their condition
- An interest and knowledge of history
- Analytical thinking skills
- The ability to use your initiative
- Customer service skills – you may give talks and organize events
- The ability to work well with others – you may work with specialists to preserve and identify collections
- Concentration skills

Local Employers:

- Royal Albert Memorial Museum, Exeter
- The Box, Plymouth
- The Science Museum, Bristol

Progression:

With experience, you could work with extensive national archives in museums / churches / universities. You could manage a team of Archivists and Assistants, specialize in funding bids and specific research.