



WHAT DO WE DO IN HERITAGE AND CULTURE?

Whether you are interested in history, performing, organisation and management, teaching, cooking or finance, there is a career in museums, theatres or other arts organisations for you!



CAREERS

Operations Manager

Manage the day-to-day running of a museum, theatre or Castle, as well as overseeing special events that take place there!



The Front of House Team

Welcome people to the venues, issuing tickets for visits and shows!

Volunteers

Welcome visitors, helping them find their way, answer questions and support events!

Museum Curator

Looks after the historical objects and artworks, displaying them in exhibitions!

The Finance Officer

Manages the money!

Business Manager

The boss who oversees and manages everyone and everything!

Project Managers

Work on exciting new projects, for example the Heritage Lottery Funded Newark Castle redevelopment.

The Cleaning Team

Keeps all facilities sparkling fresh!

Learning and Participation Officer

Create activities for school and community groups so they can enjoy the amazing collections and the stories they tell!

The Technical Team

Working backstage at a theatre on every show, managing sets, lighting and sound!

Freelancers

Works from time to time to support special projects or deliver sessions with schools and other groups!

The Artist in Residence

Creates artwork relating to a museum's collection and runs workshops so that everyone can be creative!

Our Conservation Intern

Uses specialist training to mend, clean and restore precious objects in important collection!

Marketing Officer

Designs artwork and promote events and activities, keeping audiences up to date!

The Catering Team

Design and cook delicious food, offering customers a relaxing and refreshing part to their visit!





MEET THE TEAM

At Newark and Sherwood District Council, our Heritage and Culture team work across the Palace Theatre, National Civil War Centre and Newark Castle in all the jobs listed!

"You never know what is around the corner, what exhibition will be coming up next, what event will be on or what type of work will head your way. It's really exciting and there is never a dull moment."

Sarah, Marketing Manager

"I really enjoy the challenge of making our galleries fun for families!"

Donna, Learning and Participation Officer

"I love the variety of my job. No day is ever the same!"

Roseanna, Operations Manager

"I enjoy working with all the friendly staff here and I love getting to know all the café regulars too!"

Quinn Hough, Catering Assistant

"I love dealing with the public and the team are so friendly and supportive!"

Louise Singleton, Front of House assistant

"It's not like coming to work, its like spending a day with friends, all wanting to create fantastic experiences for local people."

Laura, Operations Manager

"I love working in such a creative environment!"

Cassie, Graphic Designer

"Every day that I step onto the stage I can't believe I work here!"

Jeremy Rowe, Theatre Technician

"Once you start a career in Heritage and Culture, you'll want to stay with it for life. It really is a fantastic career, and I have loved every single day. There aren't many places you can say that about."

Carys, Business Manager



YOUR JOURNEY STARTS HERE...

Want a career in Arts, Heritage and Culture?
To make a start on the right path you could:



Do some work experience

We offer young people a week of work experience at specific times each year.

Ask your school about opportunities.

Become a 'Creative Influencer'

Join our once-a-month meetings, make new friends, enjoy free trips to other museums and theatres and help us create exciting new exhibitions and events. Follow the Creative Influencers on social media or find out more by emailing tom.cable@newark-sherwooddc.gov.uk

@creativeinfluencers_newark
@creativeinfluencers

Volunteer with us

We couldn't do what we do without our amazing volunteers and we are always happy to include young people. We offer a range of roles from supporting playful family events to welcoming visitors to the museum, theatre and (soon!) Castle.

For more information email andrea.smedley@newark-sherwooddc.gov.uk



Apply for an Our Past Your Future Grant Award

We offer a grant award of £1500 every year for a young person aged 16 - 24 with a place at college or university to study any aspect of the arts. Applications open in February each year.

Find out more at palacenewark.com/ourpastyourfuture

"This award from The Palace Theatre helps a lot with my college expenses and it has given me a real confidence boost too!"

Tommy Storr Winner of the Grant Award 2024



Come and meet us!

On Saturday 1 February at 2pm come along to our 'Love Careers in Arts Heritage and Culture' event. Meet some of our team and enjoy coffee, cake and a chat about careers. Get sneak peaks at our current projects and give us your opinions too!




Keep an eye on our social media channels to find out more!

National Civil War Centre
 National Civil War Centre
 Civil War Centre

Palace Theatre Newark
 Palace Newark
 Palace Newark



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Castle House
Great North Road
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Nottinghamshire, NG24 1BY
www.newark-sherwooddc.gov.uk

  Newark and Sherwood District Council
   NSDCouncil

The Palace Theatre and
National Civil War Centre
Appleton Gate
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www.palacenewark.com
www.nationalcivilwarcentre.com

   National Civil War Centre  Civil War Centre
 Palace Theatre Newark   Palace Newark

Newark Castle and Gardens
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