**Internship Roles**

Established in 2006, Bloomsbury Festival is a creative explosion of arts, culture and science. For five days each October, the streets, parks, museums, galleries, laboratories and public and private buildings of this vibrant cultural quarter host up to 130 events which attract a significant audience from across London and beyond.

Working with partners from across Bloomsbury’s diverse academic, professional and resident community the **Bloomsbury Festival 2020: Vision** theme will act as a catalyst to a wide spectrum of events from the arts and science of the visual world, to perception and futurology. Alongside a host of visual creative projects and amazing scientific discoveries.

Festival events will meet audiences’ new expectations and government guidelines relating to live events and will be delivered with the safety and enjoyment of artists, participants, audiences and our local community at their heart. Our events will be presented by a range of means – digitally, live and socially distanced.

The paid internships recognise the responsibilities which go with the roles advertised and that you will bring some existing skills to the role while working in a supportive environment learning new skills. The intern programme is designed for current or recent further education students/graduates or young adults with suitable experience and interests.

All paid intern roles take place between Monday 12 October and Sunday 25 October. We will also offer voluntary additional training alongside festival volunteers – four Thursday afternoon sessions in late September/early October.

Tuesday 27 October - Debrief 1pm - 3pm

**1 x Digital Intern (Paid)**

We are looking for a **Digital Intern** to work closely with the Festival team and web-streaming teams to ensure all online content runs smoothly to ensure a great experience for both the audience and participants. You will help manage Zoom (or similar platform) ticketed events, live and premiere Youtube events, live Facebook events, social media channels and digital ‘galleries’. You will already have significant digital skills in online events and video and will be looking to build your professional skills. You will be supported and trained by an experienced broadcast team and festival team to learn new skills and build on your existing experience.

This role will be a total of 80 hours paid at London living minimum wage.

**1 x Science and Academic Events Outreach Intern (Paid)**

We are looking for a **Science and Academic Events Intern** to work with science communicators and Festival Partners to ensure our live science and academic outreach events run smoothly, are well communicated, safe and enjoyable. You will support and assist the live events team on the setup, delivery and packdown of events. You will assist university and museum outreach teams to deliver events. In case live events cannot take place you will support the outreach teams transferring onto a digital platform including online broadcast of the events on Youtube, Facebook, Zoom and other channels. You may need to join a partner’s science demonstration team or help steward visitors to stands.

You are likely to be a current or recent science student or graduate, from a Bloomsbury based academic institution, and will be able to show evidence of an interest in science or other outreach events. You will have a friendly manner and have some experience with video or digital skills.

The role will be 40 hours paid at London living minimum wage and be focused on the weekend of Friday 16 / Saturday 17 / Sunday 18 October and on Saturday 24 October.

**5 x Additional Science event volunteer roles (unpaid)**

We are also looking for five additional science outreach volunteers on Friday 16 October and Saturday 24 October to help at outreach events. This role is an unpaid experience building opportunity. If you would like to be considered for both the paid intern roles and the volunteer roles please note this clearly on the application form below.

You are likely to be a current or recent science student or graduate, from a Bloomsbury based academic institution, and will be able to show evidence of an interest in science events. You will have a friendly manner with the general public.

**2 x Event Management and Box Office Interns (Paid)**

You will attend events and take a leading role on box office duties, supporting the important and detailed task of managing cash floats, taking card payments, taking collections, attending and stewarding live and digital events and reporting back to the festival team any feedback gathered from events.

Both roles are 25 hours each paid at London living minimum wage.

You will have experience in the retail, theatre or hospitality sector, or similar environment and be familiar with handling payments.

**Accessibility/inclusion**

At Bloomsbury Festival we are committed to creating an inclusive and accessible environment. We will consider all suitably qualified applications.

Some of our office and meeting spaces are not fully accessible by wheelchair so if you have access requirements or would like to discuss anything before applying, please get in touch at admin[@bloomsburyfestival.org.uk](mailto:___@Bloomsburyfestival.org.uk)

**Application Form**

DEADLINE FOR APPLICANTIONS: **5pm, 7th August 2020**

*Applicants should send the completed Bloomsbury Festival Intern Application Form by email to:* [*admin@bloomsburyfestival.org.uk*](mailto:admin@bloomsburyfestival.org.uk)

You can also send the form by post to: Bloomsbury Festival, Senate House, Malet Street, London, WC1E 7HU

**Please state which Intern role/s you are applying for:**

**Personal Details:**

*Please note that you must be able to prove that you have the right to work in the UK.*

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| --- | --- | --- | --- | --- |
| **Surname**: **First Names**: **Title**: | | | | |
| **Mobile**: |  | | **Telephone**: |  |
| **Address**:  **Post Code**: | | | | |
| **E-mail Address**: | |  | | |

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| **Do you require a work permit to work in the UK?** **Yes** [ ] **No** [ ]  **If yes, what type of Home Office UK Border Agency visa do you currently hold**:  **Visa expiry date**: |
| **National Insurance No**: |

**Further Education (Starting with the most recent) and/or summary of school leaving qualifications:**

|  |  |  |  |
| --- | --- | --- | --- |
| School / College or University | Subject or Course | Examination Summary or Current Studies | Grade (if relevant) |
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**Further Academic Qualifications (Starting with the most recent):**

|  |  |  |  |
| --- | --- | --- | --- |
| From | To | Qualification / Award | Obtained at |
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**Previous Employment/Work Experience (Starting with the most recent):**

*Please provide any details of relevant employment, voluntary work or work experience placements you have undertaken.*

|  |  |  |
| --- | --- | --- |
| Place of employment: | Dates of placement: | Position held and summary of duties: |
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**Supporting Statement:**

*Please tell us why you are interested in the Intern position. Please provide any additional information to support your application. Include any details of relevant extra-curricular activities, work experience and interests.  Please explain why you would like to apply for an intern position at the Bloomsbury Festival. This part of the application form can be provided in the form of a cover letter if preferred. (Approximately 300 words)*

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