



Discover
Green Careers
at Westonbirt

**Interpretation
Support Officer**

Job role

To support the development, delivery and evaluation of effective visitor-centred interpretive media at Westonbirt National Arboretum, with particular emphasis on the projects set out in funding applications.

Key Work Areas

1. Research and evaluation (20%)

- Research and select appropriate solution for the development of a Westonbirt App
- Monitor interpretation as it comes 'on stream' to ensure it remains fit for purpose and of the highest standard
- Undertake visitor evaluation / observation within the Welcome Building to fulfil funding report requirements and assess the success of the project. Evaluation will include observations, detailed interviews, questionnaire

2. Interpretative writing and content creation (30%)

- Develop interpretative content for the Westonbirt App
- Organise content for Welcome Building and support the completion of the contract file: create a logical and organised system
- Update Welcome Building interpretation including additional photographic content for touch screen

3. Project management (30%)

- Create timeline
- Develop specification and tender
- Work with design developers to create interpretative content, on brand, on message and on budget
- Attend meetings and lead discussions for Westonbirt
- Feedback on and sign off design development within deadlines

4. Communication and Representation (10%)

- Deputise for the Learning and Participation Manager as required