



LOTTERY FUNDED

CHASE Productions:
Culture, History, Art,
Sign Language, Education



CHASE Productions Sign History Project

Part Time Administration and Research Assistant (2-3 days)

£548.00 - £822.00 gross per month. 6 month fixed term appointment.

CHASE productions, a Deaf led film unit based at Royal School for the Deaf Derby, has successfully bid to the Heritage Lottery Fund to finance a project designed to research, document and raise awareness of the culture, history and language of Deaf people. Visually documenting a period from the mid 1800's onwards the project will focus on the experiences of Deaf people at the same time fostering interview and research skills in young learners. The film producer and head of CHASE Productions, needs competent administrative support and assistance with research activities for a period of around 6 months.

Ideally applicants should be fluent communicators in both British Sign Language together with aural, oral and written English, have a professional and confident telephone manner and excellent ICT skills. Experience of project management and knowledge of a range of both Apple Mac and Microsoft hardware and software is desirable.

We are also interested to know about people who have specific areas of expertise or experience to contribute to the project and would consider working on a voluntary, sessional or freelance basis.

As safeguarding children is our priority all appointments are subject to a criminal records disclosure at an enhanced level.

The closing date for applications is Friday 21st October 2011.

For further job details, an application form or to arrange an informal visit, please contact Helen Radford, Human Resources Manager.

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