



CHETHAM'S LIBRARY

Chetham's Library was founded in 1653 and is the oldest surviving public library in the English-speaking world. It is located on the first floor of College House, a medieval sandstone building in the heart of Manchester's Medieval Quarter, and attracts readers and visitors from around the world.

Events Manager Chetham's Library and College House

£27,000

Full Time - 35 hours per week - flexible to include weekends and evenings

We are looking for an Events Manager to lead and develop the commercial offer at Chetham's Library and College House, delivering an exceptional standard of external and internal events.

This is an exciting opportunity for an experienced events manager with energy and motivation who will share our passion for the historic building and its unique brand identity, and can take a strong lead on managing and developing our programme of events and commercial activities.

The successful candidate will take a proactive approach to developing and promoting all aspects of venue hire, delivering targets, attracting new business and positioning Chetham's Library and College House as a high quality commercial and wedding venue and a key partner in Manchester's visitor economy.

**Application deadline 9am, Thursday 18 October 2018
Interviews Thursday 1 and Friday 2 November 2018**

**A detailed job description and information about how to apply can be found at
www.chethams.org.uk/about/vacancies**

Chetham's is committed to safeguarding and promoting the welfare of children; applicants must be willing to undergo child protection screening including checks with past employers and the Disclosure and Barring Service.

Reg. Charity No. 526702