

museum

National Museum of Ireland

Ard-Mhúsaem na hÉireann

Assistant Keeper Grade II Irish Folklife Division

The **National Museum of Ireland** is seeking applications from suitable candidates to fill the post of an **Assistant Keeper Grade II in the Irish Folklife Division** based in the National Museum of Ireland – Country Life, Turlough Park, Castlebar, Co. Mayo. This is a two year fixed term contract.

Brief Description of position:

You will be responsible for general curatorial duties on the Irish Folklife Division's Collections with specific reference to the curation, acquisition, registration, Interpretation, research, exhibition and publication of artefacts from the collections.

The Irish Folklife Collection is an ethnographical collection illustrating Irish culture through the ordinary everyday objects used in Ireland in the past and up to the present day. Included are objects related to Agriculture, Maritime, Transport, Clothing, Calendar Custom, Sport, Leisure and the Home and other related archival and library material to all of the above.

APPLICATION INSTRUCTIONS

Applications are submitted on the vacancies section of the **National Museum of Ireland website**: <https://www.museum.ie/en-IE/About/Careers/Vacancies>

Applicants must submit the completed application form (Appendix 4), an up-to-date CV, and a cover letter. **We request that all three documents be combined and submitted in one single PDF.**

The application form must be completed in full and submitted in typescript. Handwritten applications and applications in the incorrect format type will not be accepted. Failure to do so will render the application incomplete, and the application will not be considered.

To commence the application process, visit our [Vacancies](#) page.

Steps to apply:

- Go to the Vacancies page and select the position you wish to apply for.
- Read the Information Booklet for full details of the position.
- The documents required for your application appear on this page as links.
- Click each document, which will open in a new window. Download/Save each document to your computer/device.
- Complete the documents required and combine them into **one single PDF** along with your CV and cover letter.
- When this is complete, return to the NMI website to finish the application process.
- Again, from the [Vacancies](#) page, find the position you wish to apply for.
- Click the **Apply Now** button.
- Complete the Form.
- Upload your single combined PDF.
- Complete the Captcha check and then click **Submit Your Application**.

Please provide a **valid, monitored email address**. The email address will be used to acknowledge receipt of the application and as the main form of contact to liaise with applicants.

Closing Date for Applications

**Applications must be received no later than
17:00 on Friday 26 August 2022**

Please note that late applications will not be accepted. The date and time will be strictly adhered to, and therefore, the onus is on the applicant to ensure that the application is received before the deadline.