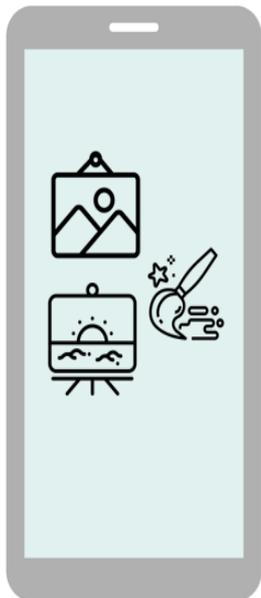


Artworker



Artworkers work closely with and supports the creative team to follow designs and artwork from their conception to final sign-off. A senior artworker may also manage and mentor a team of junior artworkers.

Key Skills

- strong retouching and visualisation skills
- the ability to create visual concepts
- knowledge of the whole Adobe Creative Cloud and programs like Photoshop, InDesign and Illustrator
- time management skills
- strong organisational skills
- self-motivation

Museum or gallery curator



Museum or gallery curators manage collections of artefacts or works of art. It can be a varied job and often includes other activities, such as managing public relations, marketing, fundraising and running education programmes.

Key Skills

- accuracy and attention to detail
- communication skills
- information technology and web design skills
- motivation and creative flair
- organisation, planning and administrative skills
- project management skills
- political awareness

Volunteer coordinators

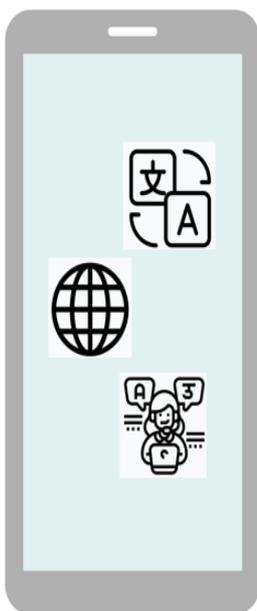


Volunteer coordinators manage all elements of volunteering either within their own organisation or on behalf of the organisation for which they are recruiting volunteers. Volunteer coordinators work across the public and private sectors but roles are mostly found in the third (voluntary, charitable and community) sector.

Key Skills

- communication skills
- strong interpersonal skills
- experience of managing or coordinating projects and volunteers
- empathy with volunteers
- the capacity to inspire and motivate others
- negotiating, influencing and problem-solving skills

Translator



Translators convert written material from one or more 'source languages' into the 'target language', making sure that the translated version conveys the meaning of the original as clearly as possible.

Key Skills

- fluency in two or more languages
- excellent writing skills and command of grammar
- subject matter knowledge specific to the content you'll be translating
- attention to detail and accuracy