



<b>Job Title:</b> Learning Intern	
<b>Managed by:</b> Pathways Manager/Head of Learning	
<b>Department:</b> Learning	<b>Location:</b> Waddesdon Manor
<b>Salary:</b> National Living Wage & subsidised accommodation on site	<b>Contract Type:</b> One-year fixed term from 14 September 2026
<b>Hours:</b> 37.5 hours per week, Monday–Friday. Some weekend and evening work will be required, which you will be notified of in advance and TOIL will be granted	

### **An Overview of what you will be doing**

Education is a central part of Waddesdon’s work, helping young people connect with history, develop critical thinking, and engage with cultural and natural heritage.

The Learning Team delivers a wide range of programmes for audiences from early years through to post-18, working with schools, community groups, and volunteers. This internship offers hands-on experience in both planning and delivering these activities.

As an intern, you’ll support and lead sessions for school groups, adapting content for different ages and learning styles. You’ll also contribute to projects and events such as Forest School, digital resources, and outreach initiatives.

There will be opportunities to develop your own ideas, designing and delivering workshops with support from the team. Alongside programme delivery, you’ll work closely with colleagues and volunteers, gaining insight into how a busy learning team operates.

By the end of the internship, you’ll have practical experience in education delivery within a heritage setting and a strong foundation for a future career in the sector.

### **Who are we looking for?**

We’re looking for someone curious, positive, and interested in heritage and learning, who is motivated to develop their own knowledge and share it with others—particularly children and young people.

You should enjoy communicating ideas in engaging ways, whether through storytelling, discussion, or hands-on activities. An interest in creating inclusive, accessible learning experiences will help you connect with a wide range of audiences.

This role requires both teamwork and initiative. You'll need to work closely with colleagues and volunteers, while also feeling confident leading activities and managing your own tasks. Being adaptable, organised, and able to think on your feet will be important when working in a busy, varied environment.

Strong interpersonal skills are essential, as you'll be working with people of all ages and backgrounds. You should be approachable, reliable, and able to build positive relationships that help create a welcoming and inclusive atmosphere.

Applicants should have good time management and organisational skills, as well a proficiency in English and Maths.

### **Skills you will gain**

Through this role, you'll gain practical experience delivering learning sessions in a historic setting, using Waddesdon as a rich and inspiring environment for education.

You'll develop skills across four key areas:

- **Programme delivery & facilitation** – leading workshops for schools and groups, building confidence in managing groups and communicating effectively with teachers, carers, and colleagues
- **Inclusive practice** – adapting sessions for different ages, abilities, and needs, including supporting learners with English as an additional language and special educational needs
- **Content development & evaluation** – contributing to the design of activities, reflecting on delivery, and understanding how programmes are reviewed and improved over time
- **Planning & operations** – supporting preparation behind the scenes, including risk assessments, health and safety processes, and understanding how education programmes run within a historic property

You'll also gain familiarity with the National Curriculum and how learning outside the classroom can support and enrich it, building a strong foundation for a career in heritage education.

### **Additional opportunities**

As an intern you will have the opportunity to train as an Arts Award Advisor for Discover and Explore levels. You may also have the chance to help with our Careers Fayres, and

Duke of Edinburgh award.

As part of the Pathways Internship, you will have the opportunity to participate in a three-day Intern Skills Workshop, designed to support your personal and professional development. This workshop will cover a variety of topics aimed at enhancing your skills, broadening your knowledge, and preparing you for future career opportunities.

In addition, you will be able to take part in staff and intern events throughout the year, providing valuable networking opportunities, insight into different roles across the organisation, and a chance to engage with the wider team. You will also have access to a training budget to support your learning and development, allowing you to attend relevant courses, workshops, or conferences.

To ensure you make the most of your internship experience, you will receive full one-to-one mentor support from the Pathways team. Your mentor will guide you through your projects, help you set and achieve personal development goals, and offer advice and encouragement as you explore potential career pathways.

**You might be looking for a future career in...**

You may be considering a future career in delivering learning and educational experiences within cultural settings such as museums, heritage sites, or community arts organisations. This could involve engaging a wide range of audiences and helping to foster a deeper understanding of heritage, culture, and the arts. Along the way, you might also find yourself coordinating volunteers, developing inclusive and accessible programmes, and working closely with communities to create meaningful and enriching experiences.

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