

Arts Administrator Application Form

Please return this form to lindsay@saltarts.org by 27 February

First Name	_____
Surname	_____
Address	_____
City, County/Region, Postcode	_____
Home phone number	Mobile phone number
Email Address	_____
Date of birth	_____

Employment: Please list your previous employment starting with the most recent, including relevant volunteer experience.

Include:

- Name of employer
- Dates of employment
- Job title
- Brief outline of responsibilities
- Reason for leaving

Qualifications: Please list all qualifications including grades/pass marks and dates.

Professional	_____
Postgraduate	_____
Undergraduate	_____
Further Education (college)	_____

Any other relevant training (in events or hospitality etc):

Please tell us in <300 words why you would like to take this role:

Please tell us in <300 words why you think you are particularly suited to this role:

Please tell us in <150 words which arts genres, events or topics you are interested in.

Do you have and first aid qualifications? Yes / No

Have you undertaken any fire safety training? Yes / No

- I confirm that I am happy to work evenings and weekends.
- I confirm that I am able to use MS Office and shared file drives (such as OneDrive) and am familiar with commonly used social media platforms.
- I confirm that I am available to fulfil this role from March 2025.

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