



REVEALING TRIMONTIUM - Job Description

Digital Engagement and Interpretation Manager

LOCATION: Trimontium Museum Melrose and Trimontium Fort Site, Newstead

RESPONSIBLE TO: Heritage Innovation Manager

SALARY: £34,913

HOURS/WORK PATTERN: 36 hours per week with flexibility for evening and weekend working

CONTRACT STATUS: Fixed Term temporary, running until 30th September 2029.

DISCLOSURE STATUS / PVG REGISTRATION Enhanced

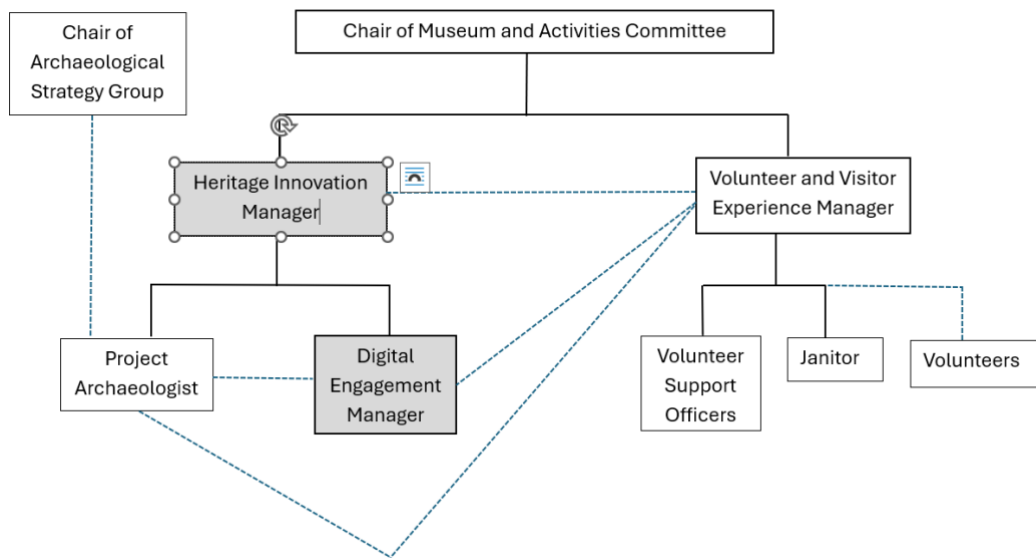
Background

In August 2021 the Trimontium Trust, after a major 1.4m refurbishment, reopened Trimontium Museum in Melrose, a continuation of 25 years as a very successful volunteer run museum. Since then, professional staff have worked alongside an ever-increasing volunteer body, delivering annual learning and outreach programmes and managing additional projects, such as the construction of a museum extension which acts as a base for exploration of the Roman/Iron Age landscape of the south of Scotland and digitisation of the museum's collections. The Trust is now embarking on a new phase of development, *Revealing Trimontium*, to connect the museum to the Roman fort site at Newstead, through the creation of a cinema space and the use of Augmented and Virtual reality.

Role overview

The Digital Engagement and Interpretation Manager will oversee the creative and interpretive development of the *Revealing Trimontium* project, ensuring that the museum's stories, collections, and archaeological landscape are translated into engaging and historically accurate digital experiences.

Line Management and Communication/Relationships between posts



Key responsibilities

- Develop narrative frameworks and interpretive content for the immersive cinema experience and associated digital outputs.
- Work with filmmakers, digital designers, and technology partners to produce engaging audiovisual content.
- Develop and coordinate augmented reality (AR) interpretation for the Trimontium fort site, connecting the museum experience with the archaeological landscape.
- Ensure that digital experiences are accessible, engaging, and suitable for a wide range of audiences.
- Ensure alignment between the project's digital outputs and the museum's wider interpretation strategy.
- Manage relationships with technology providers, digital developers, filmmakers, and other project partners.
- Coordinate the development and implementation of augmented reality (AR) interpretation at the Trimontium fort site.
- Develop systems for new digital developments to enable volunteers to deliver the experiences.
- Ensure compliance with procurement procedures and complete and submit paperwork required for grant reporting. Have responsibility for budget management, ie planning and monitoring
- Carry out any other duties as required by the Trimontium Trust

PERSON SPECIFICATION

Education/ Qualifications:

Essential

Relevant degree or equivalent qualification or demonstrable significant relevant experience

Desirable

- Post Graduate Diploma in Museum or Heritage studies
- European Computer Driving Licence or PC Passport, or equivalent level of qualification / competency

Skills and experience:

Essential

- Experience developing interpretation for museums, heritage sites, or public audiences.
- Experience working with digital storytelling, immersive media, or innovative engagement tools such as AR, VR & 3D visual technologies
- Strong research and communication skills.
- Ability to collaborate with creative and technical partners to translate historical content into engaging experiences.
- Experience of budget management

Desirable

- Expertise in Roman history, archaeology, or heritage interpretation.

Personal attributes:

Essential

- Good Communication skills, both oral and written
- Ability to effectively work alone and as part of a team
- Ability to work under pressure and meet deadlines
- Flexible and adaptable
- Self-motivated and able to show initiative

PRE EMPLOYMENT CHECKS

Essential

- PVG certificate clearance
- Confirmation of Right to Work in the UK
- References

Right to Work in the UK

Under the Immigration, Asylum and Nationality Act 2006 – require original documentation confirming legal entitlement to live and work in the UK.

A Passport/National Identity Card showing you are a British Citizen / an EEA or Swiss National or

a **full** British Birth/Adoption Certificate along with an official document containing your name and permanent National Insurance number

or a passport or travel document endorsed to show that you are allowed to stay in the UK indefinitely or for a limited period of time and are allowed to work is required.

Please note that a Short Birth Certificate and a Driving Licence are not sufficient to show your entitlement to work in the UK.