



Shetland *arts*

**Shetland Arts
Development Agency**

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www.shetlandarts.org

Dear Applicant

A Career with Shetland Arts Administrator (Part Time)

Thank you for your interest in our organisation. I believe this post offers a rare opportunity to join an innovative and entrepreneurial creative organisation at a point of transformation.

Join us and think nationally and internationally for Shetland's creative future.

Please refer to the job advert and visit www.shetlandarts.org to find out more about who we are and what we do.

How to make an application

Please fill in the attached/ enclosed application form ensuring you refer to the person specification at the bottom of the role profile. We need you to demonstrate in your application where you meet the experience, education, skills and knowledge required for the job. Please don't assume we will be aware of this information simply because we might know you; if it's not on paper to conform with our short listing process we can't interview you.

For more information regarding this post, making an application or the activities of Shetland Arts please give us a call on (01595) 743843.

Many thanks for your interest in this post. We look forward to receiving your application.

Regards

Graeme Howell
General Manager

Please send your completed application by email to jobs@shetlandarts.org
or by postal mail to Shetland Arts Development Agency, Mareel, Lerwick, Shetland, ZE1 0WQ

Deadline for applications: Sunday 30th June 2019 by midnight



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