

Department:	COLLECTIONS MANAGEMENT
When:	March - December
Duration:	Usually, 4 weeks
For:	Graduates and post-graduates. Ideal for students who are undertaking a relevant course such as Museum Studies.
Hours:	0930hrs – 1730hrs with a 1-hour lunch break Monday to Friday
Where:	The Red House, Golf Lane, Aldeburgh
Summary of Placement:	
•	Hands-on collections management.
•	Researching items in the collection.
•	Photography.
•	Database management.
•	Collection Documentation and accessioning projects.
•	Use of collections to engage and reach wider communities through related events and activities.