



SENHOUSE MUSEUM TRUST | SENHOUSE ROMAN MUSEUM, MARYPORT

Museum Assistant (Front of House)

Join the team at the west coast's only Roman museum

Roman altars, a Victorian gun battery, and the Solway Firth out of every window. This is not an ordinary front of house job.

Senhouse Museum Trust is a Charitable Incorporated Organisation (no. 1175131) and the governing body for the Senhouse Roman Museum in Maryport. We are an award winning independent museum on the west coast of Cumbria, between the Lakes and the sea, sitting on the cliffs at the western end of the Frontiers of the Roman Empire: Hadrian's Wall World Heritage Site and looking out across the Solway to Scotland.

Our collection was begun by the Senhouse family in the 1570s, which makes it the oldest collection of its kind in the country. It holds the largest group of Roman military altar stones and inscriptions found on any single site in Britain, and it is of international importance. Alongside the galleries we run schools sessions, family activities, lectures, workshops, festivals and guided tours of the fort, and we are working on the Reimagining Roman Maryport redevelopment.

We are a small charity with a big story to tell, and we tell it through people. We are now looking for a Museum Assistant to join our small and passionate team.

JOB SUMMARY	
Job title	Museum Assistant (Front of House)
Employer	Senhouse Museum Trust (Senhouse Roman Museum)
Location	The Battery, Sea Brows, Maryport, Cumbria, CA15 6JD
Contract type	Permanent
Working pattern	Part time, worked on a rota which includes weekends, bank holidays and some evening events. April to October: 3 to 4 days per week, 10am to 5pm. November to March: 2 days per week, 10am to 4pm. Additional days are worked to cover colleagues' holidays and other absences.
Salary	£25,945 per annum pro rata (actual daily rate £99.79)
Reporting to	Museum Manager
Advert start date	20/08/2026
Closing date	30/09/2026 at 5pm
Interviews	W/C 12/10/2026, at the museum

The role

You will take day to day responsibility for running the museum on the days it is open, and for giving every visitor an excellent welcome. On a typical day you will open up, get the galleries looking their best, run admissions and the shop, answer questions about the collection, keep an eye on the safety and security of visitors and objects, support whatever event, school group or activity is happening, brief the volunteers on duty, and lock up at the end.

It is a varied and flexible job. In a small museum, everyone turns their hand to everything, and there is real scope to grow the parts of the role that interest you most, whether that is the shop, events, learning, social media, the gardens or the collections.

About you

We are far more interested in your attitude to people than in your knowledge of Roman Britain, which we can teach you. You will need to be:

- Genuinely welcoming, comfortable with the public and able to talk to anyone, from a nursery group to a visiting archaeologist.
- A clear communicator, both spoken and written, fluent in English and confident dealing with people at all levels.
- Well organised, numerate and accurate, able to prioritise and stay calm when the museum is busy.
- Happy working on your own initiative, often as the only member of paid staff on site.
- A genuine team player who enjoys working alongside volunteers.
- Flexible about a rota that includes weekends, bank holidays and the occasional evening.
- Willing to learn, and interested in what we do.

Experience in a museum, gallery, visitor attraction or retail environment would be an advantage, but it is not essential. If you have the right approach to visitors and are willing to learn, we would like to hear from you.

What we offer

- A varied role in an internationally significant museum, with one of the best views in Cumbria.
- A small, friendly and supportive team of staff, volunteers, Friends and trustees.
- Training and the chance to develop new skills across retail, events, learning and engagement.
- The opportunity to be part of the museum's next chapter through Reimagining Roman Maryport.

HOW TO APPLY

Full details of the role are set out in the accompanying job description and person specification. Please read the person specification carefully before you apply.

Application is by CV and covering letter. In your covering letter, please tell us how you meet each of the essential criteria in the person specification, and why this museum interests you. One to two pages is plenty. Please also include the names and contact details of two referees.

Send your application by email or post to the Museum Manager:

Email: senhousemuseum@aol.com

Post: Museum Manager, Senhouse Roman Museum, The Battery, Sea Brows, Maryport, Cumbria, CA15 6JD

Closing date: 18/10/2026 at 5pm. If you have any questions about the role before you apply, please contact the Museum Manager on 01900 816168, or by email. We are always happy to talk the job through.

More about the museum and its work: www.senhousemuseum.co.uk

Senhouse Museum Trust is committed to equality of opportunity. We welcome applications from everyone, and we particularly welcome applications from people who are under represented in the heritage sector. If you need this advert or the application process in a different format, or you need a reasonable adjustment at any stage, please contact us and we will do our best to help.