



The Victoria County History (VCH) project began in 1899 and aims to research and publish a history of every place in England. A volume is currently being planned which will focus on the market town of Loughborough, in north Leicestershire.

A short piece of work is currently planned on the early history of Loughborough's markets and fairs, from the earliest records to 1600. This will inform local groups currently planning many different ways to mark the 800th anniversary of Loughborough's market charter of 1221, and will in due course become part of our published parish history.

We wish to recruit a historian experienced at reading and producing English transcripts of medieval documents of many different types and periods, and skilled at producing a fully referenced written piece based on documentary sources and informed by current historical thinking on the topic.

This is a part-time fixed term contract. The ideal candidate will have a higher degree in history, with an emphasis on English history of the medieval period, and will have published an article, or book, or edited a volume for a records society, based on English medieval sources.

If you think you have the skills and experience we require, please contact us (details below) with your CV, the names of two referees and a covering letter setting out your relevant experience and the records you would wish to examine for this project.

The closing date for applications is Monday 2 March.

**This is a fixed term contract for 65 hours of work spread over 12 weeks.** It is a paid position at £16.47 per hour, including holiday pay, and reasonable travel expenses will be paid. The starting date can be flexible, but the contract will terminate without further notice at the end of the 12-week period.

### **Principal Accountabilities**

You will draw up a plan of work in conjunction with the Trust, agreeing a list of documents to be transcribed, and report on progress on a four-weekly basis. You will deliver a set of English transcriptions and a short written piece at the end of the project, of a standard suitable for publication by the VCH. This should include comment on the contribution that Loughborough's markets and fairs made to the history of the town and its neighbourhood.

### **Qualifications, Knowledge and Experience**

Essential:

- A degree in history, or a related subject
- Working knowledge of medieval Latin
- Experience of working with archives

Desirable:

- Postgraduate qualification in history

- Knowledge of the importance of markets and fairs to the early development of towns
- Experience of researching medieval history from unpublished sources
- Record of publication

### **Skills and competencies**

Essential:

- High level of proficiency in written and spoken English
- Good written and verbal communication skills including the ability to communicate well with different audiences (for example, academic, general public of all ages, those with modest levels of education)
- Ability to work independently
- Strong time management skills, with the ability to prioritise work effectively
- IT literate, including use of MS Word and email

Desirable:

- Ability to network effectively

### **Applications**

If this role is of interest, please send a CV, a short covering letter and the names of two referees by email to Pam Fisher ([leicsvch@le.ac.uk](mailto:leicsvch@le.ac.uk)) by Monday 2 March. One of your referees should be a current or recent employer.

Candidates short-listed for interview will be contacted within 7 days of the closing date, and we would anticipate holding interviews during March.