

Role Profile: Education Volunteer



Purpose of Role

To support the Community Engagement Officer with development and delivery of the Museum's outreach programme

Anticipated Time Contribution

Flexible – anticipated to be around ½ day per week, with the possibility of more if requested.

Main Activities or Duties

Your duties may encompass only some, or several of these areas. These will be discussed with you.

- Helping to deliver education sessions for a variety of ages, either at the Museum or at the school.
- Helping to give talks to local groups
- Helping to develop the handling collections
- Helping market the outreach service to schools and other relevant groups
- Developing craft activities for museum events.

You may also be required to keep a timesheet detailing the hours and tasks you have undertaken. These must be given to the Assistant Curator at the end of each calendar month.

Qualities

- You won't necessarily have had any experience in this field, but a willingness to learn is required!
- This role would suit someone who is confident at speaking and interacting, at least with small groups.
- A background in any field of education is a bonus, but not absolutely essential.
- A bit of creative flair is also useful!

Training

- A general induction will be given by a member of staff. The induction will include a brief introduction to the museum, museum policy and procedures, health and safety guidance, general responsibilities and terms and conditions as outlined in the induction checklist.
- Individual training needs will be identified and facilitated as required- you do not necessarily need to have had any prior experience in this field.
- There may be the opportunity to attend training sessions led by the South West Federation of Museums and Art Galleries or the Dorset Museums Association.

Location

You will be primarily based at the Coach House in Gundry Lane, with occasional visits to schools or other local sites. Some work may be undertaken at home if requested. This can be discussed with you.

Reporting to

The Community Engagement Officer is your line manager- but you can always ask for support from the Curator or Assistant Curator if they are not available, since they work part-time.

Benefits

- Meeting new people
- Learn new skills and develop existing ones
- Opportunity to work as part of the museum team
- Access to lots of tea and biscuits
- Learn more about Bridport and its history



Notes

Not every part of the museum or the stores has disabled access.

We would like each volunteer team to be able to contact each other to share ideas, concerns and information. Would you be happy for your email address to be shared with other members of the team?

If so, please provide your email address here:

