

## VOLUNTEER ROLE PROFILE

### Visitor Engagement Volunteer

**Responsible to:** Director of Collections and Public Engagement, Head of Learning

**Purpose of role** - Public Engagement Volunteers deliver tours, talks, story-telling services and facilitate opportunities for object handling. They support the staff team in widening access to the Museum collections and the stories they tell about Dorset.

#### Key Tasks for this role may include:

- Deliver engaging and accurate guided tours of the Museum galleries
- Research and deliver pop-up talks on objects on display
- Facilitate and/or deliver guided tours of the Museum's Collection Discovery Centre
- Facilitate opportunities for visitors to interact with the Museum's handling collection
- Deliver story-telling sessions for families
- Support the Collections and Learning staff in researching and devising tours, talks and other collection and exhibition related events
- Support staff in developing and delivering accessible events

#### We are looking for someone who is:

- Enthusiastic about widening access to the Museum collections and unlocking the stories they tell
- Willing to widen their knowledge about the collections through research
- An engaging and clear communicator for people of all ages and backgrounds

#### Support and training

Full induction training

Training, instruction and guidance around Museum objects and collections if and where necessary  
Opportunities to take part in sector training offered by South West Museums Development Programme

#### Rewards

- 10% discount in the shop and café
- Unlimited free entry to the Museum (once you have contributed regularly as a volunteer (approx. 50 hours per year).
- Free refreshments when on duty



- The chance to learn new skills and build up existing ones
- The opportunity to make new friends and work within a team
- Regular social events
- Regular volunteer Newsletter
- The opportunity to work with, and support the preservation of, a nationally important collection

## Volunteer Hours

Public Engagement Volunteers are responsible to and will work under the direction of the staff team of the Division of Collections and Public Engagement, to an individually agreed plan of work and schedule of attendance. Due to the nature of the events programme, some flexibility with attendance is always helpful.

## General

- To comply with the terms of the Museum's Volunteer Agreement, Volunteer Policy and the Volunteer Handbook.
- To comply with the Museum's Health and Safety Policy and to bring to the attention of the Facilities Manager in the first instance any issues relating to the health and safety of employees, visitors or volunteers.
- To comply with the Safeguarding Policy and to bring to the attention of the named Safeguarding Officer any issues relating to Safeguarding of Children, Young People and Vulnerable Adults.
- Ensure that your name badge is visible at all times when working in the public areas of the Museum.

**Expenses are not available for this role, unless for a short-term placement where the volunteer is in full-time education.**

**The details contained in this volunteer role description reflect the content of this volunteering role at the date of being prepared. It is however possible that over time the nature of the role will change. Therefore, this volunteer role description may, from time to time, be revised.**

**The existence of this role description neither intends nor implies that any employment relationship is to be created either now or at any time in the future.**

