

## **Petersfield Museum Engagement Volunteer Role Description**

Petersfield Museum is excited to be reopening its doors after its multi-million-pound redevelopment project and is looking for enthusiastic and dedicated volunteers to help support us in reaching our vision of telling the story of Petersfield and the surrounding villages, through an excitingly diverse mix of archaeology, art, historic dress, literature, photography, poetry and social history.

Our Engagement Volunteers will help schools, families and adults engage with the museum and its collections through formal and informal learning opportunities.

### The volunteer role:

As a Petersfield Museum Engagement Volunteer you will play a central role in helping people engage with and enjoy the museum, the stories it tells and its place in the wider story of the local area. The activities you might be involved in could include:

- Working alongside the museum's Engagement team to deliver an exciting education programme to a variety of audiences, including schools, families and adults
- Setting up for education activities and sessions and preparing resources.
- Proactively promoting upcoming events and signposting other ways visitors can get more actively involved.
- Recording visitor numbers and supporting gathering visitor feedback.
- Engaging visitors in the displays and stories the museum presents to enhance their experience of visiting.
- Taking part in relevant training and championing an inclusive approach in all work.

The support you'll give us as a volunteer is of huge benefit to the museum, and in turn we aim to make sure that you enjoy a valuable and memorable experience.

What we can offer you:

- The opportunity to work within a friendly and supportive team.
- A chance to meet new people and make professional contacts.
- On-the-job training in visitor welcome and public engagement.

- Free entrance to the museum for you and a family member or friend.
- Invitations to special events.
- Shop discount (conditions apply).
- Event discounts (conditions apply).
- Free tea, coffee and biscuits!
- Expenses for car parking (if required).
- New experiences and an opportunity to give something back.

What we're looking for:

- Polite and friendly individuals over the age of 16.
- Confidence and enthusiasm for engaging with a wide range of groups, including children.
- Individuals who enjoy working as part of a small, dedicated team.
- A positive attitude and willingness to offer help throughout your volunteering shifts.
- An enthusiasm to develop knowledge of Petersfield Museum and its collections and share this in a positive and lively way.
- An interest in heritage, costume, art, archaeology or local history.
- Ability to undertake shifts on weekends and during school holidays.
- Willingness to undertake a DBS check (paid for by the museum).

#### Important information about volunteering at Petersfield Museum:

Volunteers are welcome to offer as much or as little of their time as they can give, but we do encourage individuals to commit to regular shifts. Our recommended commitment is one shift per fortnight as this best supports the museum.

- Shift times will vary depending on the activity you are involved with, but the shift length will generally be around 3 hours.
- You will be expected to attend an induction training session.
- Training will also be embedded in the role, and you will work alongside the museum team to ensure you feel confident in carrying out the tasks you are involved in.

If you would like to apply for the role of Engagement Volunteer at Petersfield Museum, please email [educationassistant@petersfieldmuseum.co.uk](mailto:educationassistant@petersfieldmuseum.co.uk) to register your interest, with the reference 'Petersfield Museum Engagement Volunteer' in the subject line and a member of our team will get in touch.