**Volunteer Role Description**

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| **Role title:** | Events and Activities Volunteer |
| **Role location:** | The Commandery |
| **Time commitment:** | This is a wide ranging role will offer an exciting opportunity to get involved with our events and family activities. This role is flexible, but would need some availability during half terms and weekends/bank holidays when the events and activities take place. |
| **What you’ll do:** | This role offers the opportunity to help our Events and Learning team in the preparation and delivery of events, and preparation and delivery of children’s holiday activities.  This role will include:  - Being a visible, engaging and friendly presence on site  - Acting as an ambassador for the site and the museum  - Taking part in our big events, such as Living History, by helping orientate and welcome visitors and liaising with musicians/actors/speakers and helping keep events running to smoothly.  - Supervising an activity for participating children – activities can include mask making, painting, potion making, Christmas decorations and many, many more. For our activities, children (aged 4+) will be accompanied by parents, all you have to do is explain the activity and watch over the children whilst they are doing it.  - Occasionally help would also be appreciated prior to the holiday weeks to set up the materials and with the preparation for events |
| **What you get from the role:** | * Experience in a unique customer focussed and creative environment * Development of C.V. * Discount in the Museum Shop * Training and support * Annual social events, talks, and behind the scenes tours * Opportunity to help shape Museums Worcestershire’s visitor offer * Have fun! |
| **Skills you need** | We welcome interest from anyone 18 years and over, regardless of background or experience. All you need is enthusiasm.  Skills needed for this role:   * Creativity * Good communicator * Experience of supervising children * Well organised * Ability to undertake simple craft activities * Reliable |
| **Practical considerations:** | Volunteers will carry out their role throughout the year and volunteers need to be aware that the Museums Worcestershire sites can be cold during the winter months |
| **Application procedure:** | Complete and return a Volunteer Application Form to the Volunteer Manager who will contact volunteers for a chat about the role. Volunteers will then be invited for an informal interview to discuss the role further. References will be requested as part of the application procedure but these may be personal references, and volunteers are encouraged to discuss any concerns they may have about this with the Volunteer Manager. |
| **Contact:** | If you have any questions about volunteering for this role or would like to find out more about The Commandery contact:  Gemma Dhami  Museums Learning Manager  [Gemma.dhami@worcester.gov.uk](mailto:Gemma.dhami@worcester.gov.uk) |