

## Volunteer Role Description – Community Volunteer

We are an equal opportunities employer. We welcome applications from all suitably qualified persons.

<b>Role Title</b>	Community Volunteer
<b>Purpose of role</b>	<p>Be part of developing and supporting our growing programme of community work. Working with our Community Curator to support activities designed to engage people who don't currently visit or work with us. Help us to build our reputation as an accessible, welcoming and inclusive organisation.</p> <p>Community volunteers will assist in delivering sessions and creating community events. They will also listen well and support people to overcome barriers to participation.</p>
<b>Availability of role</b>	This is a newly created volunteer role and we are looking for up to 6 people in the first instance
<b>Main activities/ tasks</b>	<p>This role will involve supporting activities in the museum and at a range of community settings. Tasks could include:</p> <ul style="list-style-type: none"> <li>• Assisting with handling and reminiscence sessions for community groups supporting people in life-long learning</li> <li>• Assisting on/or eventually leading accessible talks and tours for community groups</li> <li>• Assisting artists delivering museum related activities at community events</li> <li>• Working with small groups of people on community listening projects and consultation sessions</li> <li>• Helping us to gather feedback on our work with underrepresented groups.</li> <li>• Supporting young people to take part in creative projects connected to collections</li> <li>• Helping us to create community exhibitions or events</li> </ul> <p>Over the long term we hope to support volunteers to take ownership over aspects of the programme and feel confident in leading on parts of project, tours or evaluation.</p>
<b>Skills/ interests needed</b>	<p>We are looking for people who relish the opportunity to work with a really broad range of people who experience barriers to participation in society, social/creative activity and/or in visiting heritage sites</p> <p>Essential skills</p> <ul style="list-style-type: none"> <li>• Active listening skills</li> <li>• Reliability and good interpersonal skills</li> <li>• Interest in developing an understanding of particular groups' needs through experience or training</li> </ul>

	<ul style="list-style-type: none"> <li>• An interest in finding ways to engage new people in heritage and Wiltshire Museum</li> <li>• Interest in developing an understanding of the ways in which social and creative activities in the museum can benefit community participants</li> <li>• Ability or willingness to learn about Wiltshire Museum, its collections and building</li> <li>• Ability to communicate effectively with different audiences</li> </ul> <p>Useful Skills and experience</p> <ul style="list-style-type: none"> <li>• Experience of working with disadvantaged groups</li> <li>• An understanding of youth work/social work, community engagement or a similar field</li> <li>• An understanding of current terminology with reference to minority/protected characteristics groups</li> </ul> <p>We also value personal experience in this role. If you have experience as e.g. a carer, service user, or someone who has experienced barriers to participation or learning we actively encourage you to apply.</p>
<b>Training offered</b>	<p>Training will include access to the following:</p> <ul style="list-style-type: none"> <li>• Comprehensive induction process covering the fire evacuation procedure and responsibilities of volunteers</li> <li>• Dementia Friends Session</li> <li>• Autism awareness</li> <li>• An introduction to ‘relational practice’ in community work</li> <li>• Project specific training on qualitative evaluation methods</li> <li>• Role specific training/mentoring</li> </ul> <p>We will also offer Community Volunteer coffee meetings to look at any information or support our volunteers need and to share experiences and learning.</p>
<b>DBS check and references</b>	<p>As this role involves working with children and vulnerable adults, we will undertake a DBS check and take up references.</p>
<b>Time commitment</b>	<p>We are flexible with the time that volunteers can commit for this role. You will be added to a list of Learning Volunteers and will be emailed when a school booking/ event is approaching to see if you are available to help.</p> <p>Community Volunteers could work on regular activity or on fixed-term projects.</p> <p>We would however ideally welcome an initial commitment of 6 months.</p> <p>There will be a trial period of 3 months to ensure that this is the right role for you.</p>