

WEST BERKSHIRE MUSEUM

VOLUNTEER ROLE DESCRIPTION AND PERSON SPECIFICATION VOLUNTEER UNDER 5s ASSISTANT

ACTIVITIES

The purpose of this role is to assist the Learning & Participation Officer (L&PO) with the research, development and delivery of the museum's under 5s sessions called Blaze's Buddies.

Tasks include (but are not limited to):

- Session theme and content research
- Contributing ideas for sessions
- Liaison with L&PO, museum team and other volunteers
- Preparing the session materials
- Helping to set up before a session and clear up after
- Delivering under 5s sessions
- Assisting with evaluating the success of the sessions

SKILLS OR KNOWLEDGE

- Enthusiasm for museums and involvement by all parts of our community
- Particular interest and experience of working with young children and their families/carers
- Willingness to be DBS checked (and know of no reason you would not pass)
- General IT skills
- Creative, organised, reliable and a good timekeeper
- Good general standard of education
- Friendly and willing to have fun

WHAT WILL YOU GET?

- To work with a friendly team
- To contribute to the development of museum's Learning and Participation Service, namely under 5s provision
- Appropriate supervision and training
- Skills and experience for your CV

FURTHER INFORMATION

We anticipate that this role would take approx 1-3 days per month (week days in term-time, mostly Thursdays). Applications will be accepted until the role is filled.

WHAT NEXT?

If you are interested in applying for this role, please contact
Clare Bromley, Learning & Participation Officer, West Berkshire Museum.
clare.bromley@westberks.gov.uk or 01635 519532.