

Event Volunteer

Location: The Museum of English Rural Life (and at Reading Museum and Reading Abbey if desired)



Why we want you

You will help our Public Programmes team to provide an exceptional welcome during public events

What you will be doing

- Greeting visitors with a warm welcome
- Helping to maintain a high level of presentation in the welcome areas and in the galleries
- Assisting with enquiries
- Ticket checking of arriving visitors for bookable events
- Assisting with an activity (including preparation, re-stocking and clean-up)
- Supervising a particular area explaining how equipment works, and checking it is charged up
- Supervising the colouring area (tidying colouring sheets)
- Checking films are playing
- Object handling (researching appropriate objects in advance and running the activity on the evening)
- Assisting with the gallery trail (handing out the paper trails, explaining the task and collecting them in)

What you will gain in return

- Experience of working within a team of museums staff & volunteers
- Experience of welcoming visitors of all ages, in engaging environments
- Full training and a comprehensive introduction to the Museum, its services and facilities
- You will have the opportunity to attend outreach events in our local community to spread the word about the Museum and encourage people to visit, chatting about what's on offer at the Museum

This role will suit you if you are

- Someone who enjoys variety – no two events are exactly the same and involve a variety of tasks and activities
- Able to work as part of a team
- Enthusiastic, outgoing and polite engaging with a friendly and diverse audience
- Self-motivated and pro-active
- Have good communication skills
- Looking to apply existing experience in a customer-facing role

How much time will it take up?

This role is very flexible and has no regular time commitment, although events are often held at weekends or evenings. The Event programme is planned several months in advance, so we are able to give plenty of notice.

To apply

If you would like to get involved in volunteering as an Event volunteer, please fill in the volunteer application on the web page:

<https://merl.reading.ac.uk/communities/volunteer/>