VOLUNTEER OPPORTUNITY

Role: Events Volunteer

Where: Herbert Art Gallery & Museum, Coventry Transport Museum, Old Grammar School or Lunt Roman Fort

When: Generally Friday evenings once a month, occasionally weekdays and/or weekends. Attend one or many events to suit your circumstances.

Are you enthusiastic, outgoing and able to engage with people of all ages and backgrounds?

Are you passionate about art and history and do you enjoy talking to people?

Do you want to gain experience in the cultural sector?

What does the role involve?

We are looking for reliable and friendly volunteers to help host fun and fascinating occasions. The Events team help our visitors enjoy exhibitions, collections and experience a broad range of cultural activities. We need approachable volunteers who are sufficiently knowledgeable about the event site to give directions and to help visitors have fun and great cultural experiences.

Generally events include a wide range of volunteer activities such as:

- **Welcome Hosts** – be welcoming when visitors arrive, let them know where to go and what to do to make the most of their visit.
- **Supporting Artists** – to deliver workshops or make and take activities – learn more skills and meet artists. You’ll help artists keep on top of materials and support workshops.
- **Supporting Performers** – meet them and help them get their kit to the performance space, look after their green room when they aren’t there, send messages to the event co-ordinator, watch their performances to let the co-ordinator know if there is a problem with equipment, audience etc. Great for volunteers that like music and the performing arts.
- **Games Help** – we run pervasive games in the galleries and we need volunteer help to get them started.
- **Helping Stallholders** - or other people that are part of the event and need to feel supported and welcomed. Check in on them and let the co-ordinator know if they need anything.
- **Point Of Contact** – keep an eye on spaces where activities are happening and let the co-ordinator know if anything is needed.

Benefits

- Gain confidence and skills in communication and event delivery
- Gain experience of interpreting art collections or sharing historical information
- Develop skills in visitor engagement
- Volunteer within a museum/art gallery setting, make contacts and develop your network

If you would like to be considered for this volunteering opportunity, please contact Rupert Hedley:

By post:
Rupert Hedley
Volunteer Coordinator
Culture Coventry
Herbert Art Gallery and Museum
Jordan Well
Coventry CV1 5QP

Email: volunteering@culturecoventry.com

If you have any queries relating to the role or volunteering please call Rupert on:

Tel: 024 7623 7549

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