

### Role description: Volunteer Learning Assistant

Role description:	<p>Assisting with the delivery of learning activities linked to the museum, collections and art gallery. Working with a wide range of audiences including early years, families, primary schools, and the elderly.</p> <p>Supporting school visits e.g. leading small groups around the historic house completing a carousel of learning activities.</p> <p>Assisting with our under 5's club, providing fun activities, storytelling and songs to help toddlers learn.</p> <p>Supporting and running events and activities during school holidays e.g. craft days, workshops,</p> <p>Delivering object handling sessions within the historic house.</p> <p>Preparing and setting up of materials for sessions.</p> <p>Developing learning resources e.g. trails, competitions, school activities</p> <p>Assisting with promoting the work of the learning department e.g. contacting schools, adding event information to social media, creating posters and leaflets.</p>
Project manager:	Elissa (Learning Assistant)
Where:	Russell-Cotes Art Gallery & Museum (with option of assisting in occasional outreach sessions)
When:	Flexible: weekdays, weekends and some evenings
Commitment:	Flexible: Minimum commitment of at least 3 months.
Requirements: (skills etc)	<ul style="list-style-type: none"> <li>• Reliable.</li> <li>• Good with people, adaptable and friendly.</li> <li>• Excellent communication skills.</li> <li>• Experience of working with children and /or adults in an educational or group setting.</li> <li>• Teaching experience would be an advantage.</li> <li>• Enthusiastic.</li> <li>• Ability to use own initiative.</li> <li>• Interest in heritage, art and culture.</li> <li>• Language skills would be a bonus but not essential.</li> <li>• Must be 18 or over.</li> </ul>
Why we want you:	We are really keen to hear from you if you can help us build on our existing educational sessions, to present the house and collections in an imaginative way.
Recruitment process:	Application Form, DBS Check, Informal interview, References
Support on offer:	Shadowing established volunteers in role. Project Manager and Volunteer Co-ordinator liaison. Fire tour and health and safety induction.
For more information, contact:	Elissa on (01202) 451830 or at russellcotes.learning@bournemouth.gov.uk