

# RUSSELL-COTES



HOUSE • GALLERY • GARDEN

## Role description: Cafe Volunteer

<b>Role title:</b>	Cafe Volunteer
<b>Project description:</b>	<p>The Russell-Cotes café is a crucial part of the experience for our visitors and essential in raising funds for the ongoing running of the museum.</p> <p>We are looking for friendly and helpful volunteers who can assist where they feel comfortable within the café operation, such as greeting customers, serving food and clearing tables.</p>
<b>Project manager:</b>	Ruaidhri O'Mahony
<b>Where:</b>	Russell-Cotes Art Gallery & Museum Café
<b>When:</b>	The café operates from 10am to 4.30pm Tuesday to Sunday, and we will need willing volunteers to help when they can during these times.
<b>Commitment:</b>	We appreciate any support and assistance that you can offer during this time.
<b>Requirements: (skills etc)</b>	<p>The candidate will need:</p> <p>Good interpersonal skills and an approachable manner. The ability to interact with the public and give excellent customer service.</p> <p>Willingness to learn about the Russell-Cotes and our history, our exciting exhibitions, and upcoming events, so that you can chat to visitors about their experiences.</p> <p>To undertake the fire induction and annual update and any other basic health and safety/ hygiene training.</p>

<p><b>What's in it for you:</b></p>	<p>Making a positive impact on the work of the Russell-Cotes.</p> <p>Learning about the history of the Russell-Cotes, gaining insight into the work of the Curators and being the first to hear about exhibitions and events.</p> <p>Joining this friendly team, and being part of the hustle and bustle of museum life.</p> <p>Volunteering at the Russell-Cotes is a unique chance to interact with this fascinating historic house and develop your knowledge on its history.</p>
<p><b>Why we want you:</b></p>	<p>We love working with volunteers because you bring a wealth of backgrounds, experiences and ideas to the museum that we could never achieve with just our small staff team.</p> <p>Times are tough for the heritage sector, and volunteers are an invaluable support to the work of the museum. You help us to achieve more, and we help you to have rich and rewarding experiences.</p>
<p><b>Training:</b></p>	<p>Tour of the historic house  Emergency evacuation training  General induction to the organisation  Induction to the Café</p>
<p><b>For more information, contact:</b></p>	<p>Ruaidhri O'Mahony  ruaidhri.o'mahony@bournemouth.gov.uk</p>
<p><b>Notes:</b></p>	<p>Tea and coffee is provided for volunteers in the staff room.</p> <p>We do not usually pay volunteers expenses and we ask that prospective candidates consider the implications of this on their travel expense before applying.</p>
<p><b>Last Reviewed:</b></p>	<p>27 March 2018</p>