

Role description: Hotel Volunteer

Role title:	Hotel Volunteer
Project description:	We would love to increase awareness of the Russell-Cotes with Bournemouth's hotel staff and guests, and this role involves going out and about, visiting hotels in the area, deliver leaflets, and talk to reception staff about the museum and what's coming up.
Project manager:	Ruaidhri O'Mahony
Where:	Russell-Cotes Art Gallery & Museum and off-site going to local hotels
When:	There are no set times as these will be to best suit the hotels. Currently Monday to Friday, 9am to 4pm.
Commitment:	The role can be very flexible, but a regular commitment would suit the opportunity best, to keep in regular contact with the hotels, and so that your knowledge of upcoming events and exhibitions is kept up to date.
Duration:	We are keen to welcome long term volunteers, but any availability is helpful.
Requirements: (skills etc)	<p>You will have the confidence to approach hotels and get into conversation with receptionists and hotel staff as a way of promoting the Russell-Cotes.</p> <p>The candidate will need:</p> <p>Good interpersonal skills and an approachable manner. The ability to interact with the public and the physical stamina to visit the hotels with leaflets.</p> <p>Willingness to learn about the Russell-Cotes and our history, our exciting exhibitions, and upcoming events.</p> <p>Undertake the fire induction and annual update and any other health and safety training.</p>
What's in it for you:	Making a hugely positive impact on visitor figures and contributing to the work of the Russell-Cotes.

	<p>Proven work experience in supporting the marketing 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 of Volunteers, either out on the hotel beat, or in the staff room for a nice cup of tea!</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>
Why we want you:	<p>The Russell-Cotes is a world-class historic house packed with fascinating artworks and objects, but we are still referred to as the 'hidden gem' of Bournemouth. We want more people to hear about us, and we are sure that if more tourists in Bournemouth discovered the museum then it would be a real highlight of their visit. You can help us to reach more people.</p>
Training:	<p>House Tour Volunteer Induction Fire evacuation Induction</p>
For more information, contact:	<p>Ruaidhri O'Mahony ruaidhri.o'mahony@bcpcouncil.gov.uk</p>
Notes:	<p>Tea and coffee is provided for volunteers in the staff room.</p> <p>We offer regular opportunities for volunteers to get together and meet each other. We also hold knowledge-sharing sessions with our Collections teams, and Curator-led tours of our main exhibitions so that you can get a great insight into the story and the collection.</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>
Last Reviewed:	<p>3 February 2020</p>