

Charles Dickens Museum

Education Volunteer: Role Description

Shifts

Various days: Tuesday, Wednesday, Thursday, occasional Fridays

The morning shift runs from 9.45am – 12.15pm

The afternoon shift runs from 12.45pm – 3.15pm

Purpose

To aid the freelance teachers in the delivery of our education programme

Responsibilities

- To lead small groups of students through an interactive guided visit of the museum
- To support the freelance teacher and work closely with him/her and other volunteers
- To help set up and tidy up all activities
- To be familiar with and be able to implement the fire evacuation procedure
- To support the movement of large groups of students through the museum at the start and end of sessions

Skills Needed

- Previous experience working with school aged students (4–18) in a formal or informal learning environment is essential
- Ability to communicate effectively with a wide audience, together with a willingness to engage with parents, teachers and other adult visitors to the Museum when necessary
- Confidence in communicating verbally in English
- Flexibility and adaptability under time pressure
- Ability to build strong working relationships with staff and other volunteers

Please note: This role will include a large amount of standing; there are also a number of stairs. You must be at least 18 years old to volunteer at the Charles Dickens Museum.