

## Museum Collections Volunteer



### Role Description

By joining us as a museum collections volunteer, you will assist the curatorial team with practical and administrative tasks relating to collections photography, documentation and storage.

### Main Activities:

- **Learn and use museum-based skills including delicate object handling**
- **Assisting with the setup and takedown of collection photography equipment**
- **Assisting the photographer by moving equipment around**
- **Creating accessions labels for photography**
- **Creating new condition report forms from the information held in the accessions register**
- **Potentially assisting with the location transfer of a subset of the collection in the future**
- **Other tasks that evolve within the remit of helping improve collection care and documentation**

## Benefits:

- Get hands-on experience working with the collection at the Quaker Tapestry
- Gain an insight into how museum collections are managed
- Join a community of friendly people
- We have a bursary fund to help towards travel costs for volunteers. If you are a Quaker your local Meeting may also have bursaries to help towards your cost of volunteering with us

## Who we are looking for:

- **Organised and reliable individuals who can ideally commit to at least an average of 3 hours per week for a minimum period of 3 months. We work flexibly with our volunteers to find a frequency and duration that suits them, so please don't hesitate to apply.**
- **People who have a passion for history and wish to learn more about Quaker and local social history, in particular**
- **Those with an interest in both museum collections and photography**
- **No prior experience is required, we will provide you with all the training and information necessary**

## How to get involved:

Email us at [info@quaker-tapestry.co.uk](mailto:info@quaker-tapestry.co.uk) telling us a little bit about yourself and why you would like to volunteer with us.

As a Museums Collections Volunteer you will be supervised by the Curatorial Assistant and the General Manager. Volunteers are an important part of our community here at the Quaker Tapestry Museum and you will play a key role in supporting our ongoing commitment to care for and open up our collection. We are dedicated to providing volunteering opportunities of a high standard.