

VOLUNTEER VACANCY INFORMATION PACK



EVENTS VOLUNTEER

Contents:

[Volunteer Role Description](#)

[How to apply](#)

OUR MISSION AND VALUES:

At the Science Museum Group, we make it our mission to **Inspire Futures**. Our talented and dedicated colleagues are guided by five values that encapsulate simply what we're all about:

- we **think big**, pushing the limits of what's possible;
- we challenge ourselves to **reveal wonder**;
- we use our passion, expertise and creativity to **share authentic stories**;
- we aim to **ignite curiosity** in our audiences and our colleagues; and
- we take pride in being **open for all**

EVENTS VOLUNTEER

Department:	The role will work across all departments that run events as part of the museum's programme, e.g. Learning, Exhibitions etc.	Type:	Volunteer Role
Location:	National Science and Media Museum, Bradford	Hours:	Variable, e.g. daytime evening, weekends etc.
Supervisor:	Volunteer Coordinator and members of staff leading specific events, e.g. Bradford Science Festival	Start Date:	June 2019
		End Date:	Ongoing

ABOUT THE ROLE:

Events volunteers will support the wide ranging programme of events run by the museum, including [Bradford Science Festival](#), [Widescreen Weekend](#), [Yorkshire Games Festival](#), among many more. Volunteers will pick and choose the events they are interested in volunteering at and have availability to support.

This role will give volunteers the opportunity to be part of a busy and dynamic programme of high quality events and activities. It will also give them the opportunity to meet new people with similar interests, experience the running of events back of house, meet colleagues across the museum, and gain valuable working experience.

WHAT YOU WILL BE DOING:

- Assist staff with the smooth delivery of events and activities
- Talk to and assist visitors queuing to take part in events and activities
- Provide excellent customer service to all visitors
- Support with the set up and pack up of events and activities
- Assist in audience surveys and data-gathering

WHAT YOU BRING TO THE TEAM:

You will definitely ...

- Enjoy engaging with people from all backgrounds
- Enjoy working as part of a team
- Be reliable and able to follow instructions
- Have excellent time-keeping

It would be good if you ...

- Are passionate about Bradford
- Are proactive and willing to work unsupervised
- Have good customer service skills

ADDITIONAL INFORMATION:

- To volunteer in this role, **you must be 18 or over and eligible to volunteer in the UK**. Unfortunately, SMG is unable to act as a sponsor organisation if you do not have the appropriate visa.
 - This role is subject to a DDC basic criminal record check.
-

HOW TO APPLY

We will host 2 taster days for anyone interested in this role. During taster days you'll get to find out a bit more about the museum, about the role and the kind of events we run at the museum. As part of the day we'll ask you to also take part in some group exercises and it'll be a chance to meet other potential volunteers and staff here at the museum. The taster days will be:

- Wednesday 15th May 1-3, pm
- Wednesday 12th June 1-3, pm

To take part and explore with us if this role is of interest, please email Guenievre.jacobucci@scienceandmediamuseum.org.uk with details about the preferred date you'd like to attend.

Please note, we will have limited capacity so get in touch as soon as possible to reserve your place.

If you require assistance or would like to inform us of anything we need to take into consideration, for example access needs, please contact us by email at guenievre.jacobucci@scienceandmediamuseum.org.uk or by calling 01274 203 352.

We wish you every success!