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| Classic Boat Museum Volunteer Role Outline  Education/Community Engagement Assistant |
| **Location**  You will be based at either the Gallery in East Cowes or the Boat Shed in Cowes but will work across both sites depending on where the activities are taking place. |
| **Times, days and frequency we’d like you to be available**  This is a flexible role with session times being dependant on education groups visiting our museum. This role can also be combined with additional roles we have on offer such as Front of House. We also hold volunteer coffee mornings, celebration events and training days. |
| **Line management**  Our volunteers work under the direction of an education/community professional, who is available for training and support. |
| **Purpose of role**  To support visits of schools and community groups to the museum and assist in their activities. |
| **Tasks involved in this role**  Greet all people with a smile and a warm welcome as they enter the museum.  Support tours of the museum, or of specific elements of the museum for education groups.  Support workshops based on our museum collections.  Take part in planning or education materials, including those for specific events and holidays, if you wish.  Ensure that all education /community activities are safe and carried out within the appropriate risk assessments.  Ensure all education material are safe and fit for purpose, reporting any defects. |
| **Skills and abilities**  You do not need to know about boats or yachting, or indeed be a teacher! An enthusiasm for heritage and history would be great but the most important part is that you like talking to people, making them feel welcome and imparting your knowledge to others. This will require good communication skills and at times flexibility to deal with the different audiences and ages of our visiting groups. If you do have any other specialist knowledge or skills that we might be able to use, then please do mention them to us. |
| **How we will support you**  You will find that our volunteers are a friendly and supportive group who are passionate about our museum and are integral to its success. Volunteers take an active role in decisions relating to how our museum is run and are able to get involved in exhibitions and events throughout the year. As a volunteer with us you will receive complementary tea and coffee whilst volunteering and you and your family will receive free entry to the museum.  We offer opportunities to take part in training and hold regular volunteer events to say thank you for supporting us. |
| **Further Information:**  If you are interested in this or any other role, please contact us to discuss on:  Telephone: 07738 990 160  Email: victoria@maritimeisle.org  We look forward to hearing from you. |