

# CAISTOR ARTS AND HERITAGE CENTRE

## *Role Description : Heritage Volunteer*

CAHC exists to enrich the community of Caistor and surrounding area with the experiences of heritage, art, culture and knowledge in a welcoming and encouraging environment. The operation and development of the Centre, the Charity and its' activities, events and hospitality rely considerably on the support of volunteers at all levels.

- Heritage at the Centre inspires, informs, and entertains visitors and users alike.
- Heritage volunteers are needed to help deliver that inspiration and high quality visitor experience in a welcoming and engaging environment.
- The service you offer will ensure all visitors have a successful and enjoyable visit to the Centre, which is run solely by a team of volunteers to enable enhanced access for the community 7 days a week.

What you would achieve:

- Share skills, learn new ones, become involved, and tackle challenges.
- Experience benefitting and developing the Charity and community.

What the role involves:

- Directly assisting the Centre Manager
- Handling, cataloging and conservation of artefacts.
- Meeting and engaging with the public interested in local history and heritage.
- Assisting in workshops, presentations, walks and displays, which focus on the heritage of Caistor and the surrounding area.
- Research through a variety of media.
- Building up personal knowledge of local history and interests.
- Any of the above can be at the Centre or in the community.

Skills, experience, and qualities preferred:

- Enthusiastic interest in the value of local heritage.
- Welcoming and friendly manner.
- Confidence and initiative, willingness and commitment.
- Understanding of discretion, diversity, and equality issues.

Support offered

- Induction and supervision
- Training opportunities
- Regular review of role
- Volunteer handbook and volunteer/staff meetings.
- Procedures available for working safely, resolving difficulties, contributing to the development of the Centre, reimbursement of agreed expenses.

Contact Centre Manager/Volunteer Coordinator: 01472 851605

Or email: [caistorartsandheritage@gmail.com](mailto:caistorartsandheritage@gmail.com)