

Volunteer Role Description: Pitt Rivers Museum Family Activity Corner



About the Family Activity Corner

The [Pitt Rivers Museum's](#) 'Family Activity Corner' is a relaxed, welcoming space for children and their grown-ups to create, play, and learn together. Activities change periodically but are always loosely themed around a collection, temporary exhibition, or ongoing project at the Museum. Visitors might pick up a family-friendly trail, do a simple drawing and/or make-and-take activity, investigate a mystery object from the handling collection, and chill out with a book or two – all supported by 2 or 3 enthusiastic volunteers.

Volunteers greet families, explain the activities on offer, and encourage families to have a go. They are also our 'eyes and ears on the ground': feeding back about what works well and what needs tweaking, keeping a track of numbers, passing on visitor comments, etc.

The rota is coordinated by Michelle Alcock from the Public Engagement Team. She is also the main contact for the role, although front-of-house Visitor Experience staff provide practical support on the day.

Timing

Family Activity Corner happens **12 noon - 3 pm every Saturday**. Volunteers should arrive by 11.40 am so they are ready to start on time, and should allow additional time to pack away at the end. We anticipate volunteers delivering a session, on average, **once every 4 - 6 weeks** (although the rota is flexible), and we hope that volunteers will be available for at least a few months.

Training

Prior to joining the team*, volunteers need to attend a training session **12 noon - 3 pm on Saturday 22nd November**. The session will include a general introduction to the Pitt Rivers Museum, as well as the practicalities of the role and the activities and resources on offer. Volunteers will receive all of the information they need to get

started, but will be encouraged to learn more about relevant displays and objects in their own time.

**Volunteers join the team by mutual agreement with staff following the training. They then work relatively independently to set up and run sessions without direct supervision on the day.*

About Family Activity Corner volunteers

We want families to have the best possible experience in the Museum, so are looking for volunteers who:

- are engaging communicators; most conversations will be in English, but other languages may occasionally prove useful; open body language, a warm tone, and a smile are *always* key!
- enjoy interacting with families and feel comfortable adapting their approach for children of different ages and temperaments (and their accompanying adults, too!)
- would feel confident managing multiple, small groups of people at busier times, as well as happy chatting with each other and soaking up the atmosphere during any quieter moments
- would be positive and encouraging when reminding visitors to take care of and return resources, and when offering to assist anyone who might need it
- are generally polite and helpful people, as public-facing volunteers are often asked a variety of unrelated questions! – although the Visitor Experience team are always nearby to help...

Why you might enjoy this role

It's an opportunity to:

- connect with the Museum and join a friendly, sociable, supportive team of volunteers
- have fun interacting with the general public and inspiring family visitors
- gain confidence and experience in facilitating family-friendly activities
- develop and practise communication skills

Other practical points

- The Family Activity Corner is set up on the first-floor balcony, which has level access via the lift and is relatively well-lit and spacious compared to other parts of the galleries.
- Volunteers can stand or sit for this role, but at least one volunteer needs to move around the area at regular intervals to keep things tidy and offer friendly support and encouragement.

- 'Set up' and 'pack away' involves moving a wheeled trolley and a wheeled bookcase through the Museum. Please let us know if you would find this challenging so that we can make other arrangements.
- The Family Activity Corner has been running for 1 year. We will actively seek further volunteer feedback as we continue to shape the Family Activity Corner and embed it into the Museum's public programme.
- We want volunteers to feel part of the Museum. They are welcome to make use of tea/coffee facilities and bring something to eat in the staff room.
- Volunteers can claim reimbursement of travel expenses up to £5 per volunteering session.
- This role is open to volunteers aged 18+.
- Volunteers new to onsite GLAM volunteering will need to be registered on the Volunteer Service mailing list (MyImpactPage.com), and the Volunteer Service will need to have received two references and done an ID check before volunteers can start in this role. The role does not currently require any additional checks.

Next steps...

We hope to invite as many people as possible (depending on the level of interest) to an informal, group 'audition' on **Saturday 15th November**. **Possible time slots are: 12.00 noon - 12.30 pm, 12.45 - 1.15 pm, 1.30 - 2.00 pm, and 2.15 - 2.45 pm**. This will be a chance for us to explain more about the role and for potential volunteers to ask questions and get a better sense of what the role involves. We will also set potential volunteers a task to do together. For anyone who isn't free on the 15th, we also have some time available to meet **10th - 13th November**.

If you are interested in getting involved, then please **complete a form by following [this link](#)**. It will ask you to:

- confirm which times you could attend an audition on the dates listed above
- confirm your availability to attend training on **Saturday 22nd November**
- briefly explain (max 150ish words each) why you would like to be involved, and what your favourite childhood book or game was, and why

If sending a video or voice recording would make it easier for you to apply, then you are welcome to email one to Caroline at volunteering@glam.ox.ac.uk – just make sure you include all of these points!

The deadline to apply is **Sunday 2nd November**.

Information you provide will be kept in accordance with the GLAM Volunteer Service [Data Retention Schedule](#).