

# Operations Volunteer

## Role Description

Operations volunteers make sure that the museum looks good and is safe for our visitors. They carry out tasks in 3 main areas: gardening (weekly), maintenance (weekly), event set up (around programme of events).

The priority of this role is that the museum looks good and that the site is being looked after.



**TIVERTON  
MUSEUM**

of Mid Devon Life



<b>Tasks you could do as an operations volunteer</b>	<ul style="list-style-type: none"><li>• Weeding and pruning</li><li>• Painting</li><li>• Maintenance and repair</li><li>• Set up for talks and other events</li></ul>
<b>Benefits</b>	<ul style="list-style-type: none"><li>• Meeting new people</li><li>• Keeping fit and healthy as most tasks are physical</li><li>• 10% discount in the gift shop</li><li>• Satisfaction of making the museum a great place to visit</li><li>• Regular volunteer socials</li><li>• A monthly newsletter</li></ul>
<b>Skills required</b>	<ul style="list-style-type: none"><li>• A flexible approach as you will need to adapt to what is happening in the museum</li><li>• A good eye for detail</li><li>• Ability to carry out agreed tasks on your own</li><li>• Understanding of Health and Safety</li></ul>
<b>Training provided</b>	<p>Related experience may be useful, but not necessary. We welcome potential volunteers to come and shadow a session or two to try it out to start with. Training is given 'on the job' and you will be supported by a supervisor and other members of the team. Each volunteer will receive an induction to go through policies and procedures.</p>
<b>References</b>	<p>Please note that volunteering in the Operations team will require two references.</p>

If you are interested in this role and would like to find out more, please email [volunteer@tivertonmuseum.org.uk](mailto:volunteer@tivertonmuseum.org.uk) or phone 01884 256295