



Volunteer Opportunities

Museum Stewards

Role	Museum Stewards
Tasks	<p>As a Steward, you are the first person our visitors meet, and therefore, a key person in making a great first impression. The role includes:</p> <ul style="list-style-type: none">• Welcoming visitors• Being a public face for the Museum• Providing informal guides around the Museum, providing information about the exhibits• Sign-posting to research resources• Carrying out transactions in the shop• Carrying out light housekeeping tasks• Assisting with group visits and events• Encouraging visitors to make donations• Taking down telephone enquiries• Monitoring, identifying and reporting any threats to the security or safety of visitors or the collections• Ensuring upon opening the museum that fire exits are clear and that the windows are unlocked• Upon closing the museum ensuring that windows and doors are locked
Skills	<p>This role would interest you if you:</p> <ul style="list-style-type: none">• Enjoy meeting new people• Are passionate about your local community• Are interested in local history• Are keen to learn about the Museum• Are willing to take on small ad-hoc tasks• Can spare a few hours on a regular weekly basis
Benefits	<p>This is a voluntary role and no payment can be made, but we can offer you:</p> <ul style="list-style-type: none">• A friendly and welcoming environment• Training and support in all areas of the role• An enjoyable experience• References for future employers• Endless cups of tea/coffee
Apply	<p>If this sounds like the role for you, then:</p> <ul style="list-style-type: none">• Complete the attached form• Email to curator@eghammuseum.org• Or post to: The Egham Museum, The Literary Institute, 51 High Street, Egham, Surrey, TW20 9EW.