

# Learning Volunteer

## Volunteer Role Description

---



### What is a Learning Volunteer?

As a Learning Volunteer you will work across the Education and Events departments to help to facilitate a wide and varied programme of activities for all ages. Your role will involve helping with the preparation of activities, both for schools and the public, and the assistance with the delivery of these workshops, so that everyone taking part has a positive experience. Your ideas for new activities will also be warmly received.

### Why we want you

This role is crucial in the delivery of a high quality learning programme known for its excellent visitor service. As the face of Cromford Mills you will make everyone feel welcome and well looked after as you see the activity runs smoothly and encourage them to come back in the future.

### What will you be doing?

- Assisting with the prior planning and organisation of activities, e.g. helping with the preparation of resources for schools and the public.
- Helping with the setting up of workshops and school sessions.
- Assisting the Education Officer and other volunteers with the running of schools workshops.
- Helping to tidy the Learning Rooms after a school visit and any other workshop site.
- Working with the team to come up with new ideas for family activities and helping to source the materials needed for these.
- Being prepared to lead family activities as part of our events programme.
- Developing your own knowledge of Cromford Mills and its stories to pass onto visitors as you inform and excite people of all ages about the history of this place.
- Contributing to improving and developing our learning and events programmes.
- As with all roles, become familiar with, and then follow, the Arkwright Society's policies on health and safety, the evacuation procedure and equal opportunities, at all times.

### You'll need to be:

- Friendly and welcoming and have an affinity with children.
- Committed to working with teachers, young people and families.
- Outgoing, friendly, patient and good humoured and able to communicate at all levels and ages.
- Organised and reliable and able to work with minimal supervision

**This role is purely voluntary and this arrangement is not meant to be a legally binding one or an employment contract**

- Willing to take control when necessary and work to your own initiative.
- Able to stay calm in a variety of situations.
- Enthusiastic about history.

### **What will you get out of it?**

- Being part of a friendly and dedicated team.
- Developing skills and using your imagination to help to create new activities for children and families to take part in.
- Inspiring families and school children about Cromford Mills and helping them to have a fun and informative visit.

### **How much time will you need to give?**

Learning activities happen all year round, during term time and school holidays. The time commitment partly depends the number of school bookings and the public events programme, so it could vary each month. The actual time commitment will be discussed with your staff contact.

### **For your information**

<b>Location</b>	Cromford Mills
<b>Volunteer Manager</b>	Hannah Steggles
<b>Staff Contact</b>	Michael Ledger (Education Officer) Courtney Wright (Events Officer)
<b>Training</b>	To begin with, working with other volunteers and the Education Officer to agree procedures. Other training will be provided as needs are identified.
<b>Expenses</b>	Out-of-pocket travel costs between home and volunteering place will be paid, and other reasonable expenses agreed in advance

### **About Cromford Mill**

At Cromford Mill Sir Richard Arkwright constructed the world's first successful water powered cotton spinning mill in 1771. These mills were the first phase in the development of the factory system and led to the Derwent Valley being described as "the cradle of the Industrial Revolution". In 2001 its historical importance was acknowledged when this part of the Derwent Valley became a UNESCO World Heritage Site.

Cromford Mills is not a museum. It is a multi-purpose site with visitor attractions and business tenants all contributing to the working nature of the site.

The site is undergoing a long-term programme of restoration. There is a variety of restaurants, shops, exhibitions and a regular events and schools programme.

### **Background to the Arkwright Society**

**This role is purely voluntary and this arrangement is not meant to be a legally binding one or an employment contract**

The Arkwright Society is a registered charity (515526). The Society was created by a team of people who worked together to research the Mill site for the festival celebrating the bicentenary of Arkwright's arrival in Cromford in 1971. The Society emerged from this to manage the mills, watercourses and associated buildings and eventually purchased the site in 1979.

**This role is purely voluntary and this arrangement is not meant to be a legally binding one or an employment contract**