



WADDESDON

Thank you for your interest in volunteering at Waddesdon

*Our varied and rewarding volunteering opportunities play a vital part in enhancing and ensuring a positive visitor experience for everyone.*

## **Education Volunteer: Schools**

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| <b>Reporting to:</b>  | Sarah Dewberry, Head of Learning & Engagement   |
| <b>Based at:</b>  | Manor   |
| <b>Purpose of this role within Waddesdon Manor:</b>   | To assist with the running of our Education Programme throughout the year during term-time.   |
| <b>Key elements of this role you could expect to undertake or be asked to do:</b>   | <p><b>SCHOOL VISITS</b></p> <ul style="list-style-type: none"> <li>• Help prepare for school visits, setting up of equipment and materials.</li> <li>• Leading or assisting with workshops in the house, gardens, aviary, stables and education room.</li> <li>• Run an activity for small groups of children (arts and crafts, writing etc.)</li> <li>• To help and encourage children of all ages and abilities to take part and explain how to undertake various activities</li> <li>• Help provide supervision and safety of students of all ages and abilities whilst on site.</li> <li>• To encourage feedback and share your own ideas</li> <li>• To help with tidying up after school visits.</li> <li>• Be prepared to be very hands on with busy activities and supporting the Education team throughout the day as and when they might need.</li> <li>• Be willing to chat to teachers and parent helpers during workshops.</li> <li>• To encourage all students and teachers to have fun.</li> <li>• Attend briefing sessions on new exhibitions and season staff training sessions as required.</li> </ul> |
| <b>You will be working with:</b>  | Sarah Dewberry, Head of Learning & Engagement   |
| <b>Who would be good at this role?</b>  |   |
| <i>We ask that all our volunteers have an interest and enthusiasm for Waddesdon Manor and the work of the National Trust. Particular person attributes needed for this role are: An enjoyment of being around and working with children and families. A calm, unflappable manner during a busy demanding event. This role does involve walking and standing. For all roles which involve working with children/or vulnerable adults we may request a DBS check. Essential (E) and Desirable (D)</i> |   |
| <b>Presentation and Impact</b>  | E Well presented, approachable.   |
| <b>Education, Qualification, Special Skills</b>   | D Previous experience of working with children desirable, although not essential. Interest in the history of Waddesdon Manor and sharing this with others.  |
| <b>Work Experience</b>  | D Previous experience of working with the public would be useful.   |

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| <b>Motivation and Aptitude</b>          | E   | Reliable with very good time-keeping.  |
| <b>Disposition and Personality</b>      | E   | Positive, ability to relate well to all types of people, enjoy working as part of a team, good communication skills, confident in engaging with members of the public, enthusiastic about working with children. |
| <b>Training and Induction given:</b>    |     | Shadowing of Education Team during school visits and informal workshops.   |
| <b>Anticipated Time Contribution:</b>   |     | Flexible. Increased days possible around busy term times.  |
| <b>Lunch breaks and comfort breaks:</b> |     | Lunch break of up to 1 hour during school visits and events.   |
| <b>Safety equipment supplied</b>        | n/a |  |
| <b>(if appropriate):</b>                |     |  |

### **Benefits of volunteering for the National Trust At Waddesdon**

After you have accumulated 50 volunteer hours you will be awarded a National Trust Volunteers card offering you the following discounts(subject to availability):

- Free entry into National Trust properties (or free entry for another person if the card holder is already a NT member)
- 20% discount to volunteer card holders on National Trust Membership, NT shops and restaurants
- 20% off in Waddesdon's Retail Shops
- 10% off in Waddesdon's Wine Shop
- 20% off most Waddesdon ticketed events (some exclusions may apply)
- Up to 35% off National Trust Holiday Cottages
- 20% off at National Trust's online shop

**Expenses:** Reimbursement of travel costs between home and Waddesdon Manor in the form of a mileage claim (33p per mile up to a maximum of 60 miles round trip).

**In addition:** Our Volunteer Community is very important to us and we like to get them all together when we can. We host an annual day trip, coffee mornings and Christmas lunch. We are always open to ideas and suggestions on keeping the community thriving and involved.

The list of duties is not exhaustive and Waddesdon reserves the right to amend this list within reason according to the needs of Waddesdon Manor. For all our volunteer positions we have a formal selection process. All these arrangements are binding in honour only and are not intended to be legally binding