

# Volunteering at **JANE AUSTEN'S** **HOUSE**

## Education Support Volunteer Role Description



### About this role

Education at Jane Austen's House is an exciting and engaging programme for children of all ages. We welcome school groups from across the globe. Be part of the team helping the next generation explore and discover Jane's life and work.

### What's Involved?

- Welcoming school groups
- Supporting staff to deliver education programme
- Helping with pre-visit preparation and post-visit clear up
- Helping schools to discover more and enjoy the visit
- Thinking about the needs of all visitors, including disabled people and families.
- Showing groups the safest routes out of the building or offsite in an emergency
- Helping schools to understand the role of JAH in Jane Austen's creative life
- Helping schools to understand that JAH is a charity and that their visit supports the museum
- Getting to know health and safety and evacuation procedures
- Following the JAH code of conduct

### How much time would you need to give?

We have education visits throughout the school year.

Volunteers in this role are required on an ad-hoc basis.

### **This role will suit you if you....**

- Have experience of working with young people in an educational setting or are looking for a career in education.
- Enjoy meeting and talking with new people
- Are a great communicator
- Love creating a friendly and welcoming atmosphere
- Enjoy being part of a busy, lively, and supportive team.
- Are full of enthusiasm and hope to inspire visitors of all ages.
- Love Jane Austen! (This is actually not essential, but having a strong interest in English Literature, the Regency period or sharing stories from the past is important. You will pick up lots of facts and information through volunteering).

### **Things to know....**

- This role will be under the direct management of the museum Education Officer
- This role would be best suited to someone with experience in the field of childcare or education
- Please note this role may require JAH to request references or carrying out a DBS check

### **How to apply**

If this sounds like the right volunteer role for you, we would love to hear from you.

We ask all new volunteers to fill in a brief application to tell us a little bit more about you and why you think this role is suitable for you.

Please send completed applications, or if you have any questions, please contact our Head of Commercial & Visitor Experience

[susan.rayner@janeaustens.house](mailto:susan.rayner@janeaustens.house)

*Thank you*