



## Education Volunteer

### Summary

The Museum of Brands, Packaging and Advertising is a small, friendly museum of consumer culture located in West London. Our Education Volunteers help us to deliver our taught workshops for school groups at the Museum on Mondays, providing a warm welcome and a relaxed but professional learning environment.

### Our Education Volunteers support our Education Officer with the following:

- Setting up for school visits and preparing resources
- Leading/assisting school groups aged between 3 and 18 with curricular based activities, including interactive tours of our collection, handling sessions and practical craft based sessions
- Leading/assisting with other areas of the education programme, including adult learning, reminiscent days and family workshops (which may run at the weekend)
- Administrative tasks, including resource development and testing, marketing mail-outs, research and database work
- Other tasks may include helping with the day-to-day running of the Museum, such as answering the phone and taking messages

### Who we're looking for

Excellent communication skills and the ability to work with children and adults effectively are a must, as are the ability and willingness to learn practical and informative methods of teaching children.

Volunteers should be Health and Safety aware and have an active interest in the educational activities that the Museum of Brands has to offer, as well as an excellent level of commitment.

We would welcome candidates with a background in teaching and/or education and a good knowledge of History and/or Branding and Marketing is also desirable.

An excellent command of English and basic skills in Microsoft Office are also essential, as is the ability to use the internet to seek out and gather information, and a good telephone manner. We use online social media to promote our education activities, so skills and experience in this area are desirable.

### Training and support

Training is mainly 'on the job', supported by an experienced Volunteer as well as the Education Officer. Front of house training will also be provided by our Volunteer Services Coordinator on a day that the Museum is open to the public (Tuesdays-Sundays).

Other opportunities for relevant training outside of the Museum are passed on to the Education Team through the Education Officer.

### Availability

We are looking for Volunteers to commit to half a day or a full day on most Mondays during school term time. During school holidays volunteers will also be expected to come in, but the day and the hours are more flexible. We also ask that applicants commit to volunteering for a minimum of three months.

We invite anyone interested in this role to apply with C.V. and brief covering note to our Education Officer Laura Lewis-Davies ([laura@museumofbrands.com](mailto:laura@museumofbrands.com))

**Please note: Applicants from some overseas countries are required to have a relevant work permit or student visa in order to volunteer in the U.K. We'll need to see this for our records before Volunteering can commence.**