

SHOEMAKERS MUSEUM

Visitor Engagement Volunteer

Organisation	Alfred Gillett Trust (Charity Number 1165528)
Role	Visitor Engagement Volunteer
Time commitment	1 afternoon or morning a week
Location	Shoemakers Museum, Street
Report to	Museum Manager & Assistant Museum Managers

The Role

Our Visitor Engagement Volunteers are essential in bringing Shoemakers Museum to life. Working within the galleries and welcome area, you will be vital in inspiring our visitors by sharing your knowledge and stories, helping with wayfinding and safeguarding the collection whilst on public view.

Key Responsibilities

- Be a warm and active presence at Shoemakers Museum ensuring visitors feel welcome throughout their visit
- Share your knowledge of our collections and have a positive impact by engaging with our wide range of visitors
- Aid visitors in wayfinding
- Ensure our galleries are in visitor ready condition throughout the day and reporting any issues to the duty manager
- Reset any interactives and top up visitor activities after use
- Option to learn and deliver short 10-15 minute
- Be contactable on radio throughout their shift
- Aid with fire evacuation procedures and general health and safety within the galleries and welcome area
- Ensure all policies and procedures of Shoemakers Museum are followed

Who are we looking for?

- A warm and welcoming presence who is keen to engage meaningfully with others
- A reliable individual who arrives for pre-committed shifts
- An interest in our collections, the history of manufacturing, shoes or fossils. It is not necessary to know all there is to know as training will be given and opportunities available to learn more
- A team player who will work well alongside others
- A fantastic ambassador for Shoemakers who presents themselves in accordance with the values of Shoemakers Museum

We aim to create an inclusive volunteering environment so if there are any individual requirements which you wish to discuss further please do not hesitate to get in touch.

Who are we?

The Alfred Gillett Trust was established as a charitable entity in 2002 and our collections represent one of the most preeminent corporate collections in the world, comprising material which illustrates the outputs of almost two centuries of shoemaking and testifies to the charitable and political interests of the Quaker Family who founded Clarks Shoes.

In 2025 we will open Shoemaker Museum where our collections will be open to the public and we can share these stories more widely.

Our vision is to inspire the world with the family and community stories behind Clarks shoes. Our mission is to provide engaging spaces for developing and sharing stories of the collections we care for. Our values guide the manner in which we work and function as an ethical compass:

- Inclusion: everyone feels welcome
- Learning: inspiring curiosity
- Collaboration: maximising potential
- Sustainability: optimising opportunities

How to apply?

If you have any further questions or wish to discuss anything further please get in touch by emailing us at **hello@shoemakersmuseum.org.uk**

We would be excited for you to come and volunteer with us. If you wish to apply simply e-mail or send us a short letter very briefly explaining why you would like to become a volunteer and we can organise a time for an informal interview to discuss the role further.

Useful links:

For job and role notices sign up to our monthly newsletter

www.shoemakersmuseum.org.uk

And follow us on socials [@shoemakersmuseum](https://www.instagram.com/shoemakersmuseum)