

**PWRR & Queen’s Museum**

**Volunteer Role: Collections Assistant**

**Responsible to: Assistant Curator**

**Based at the PWRR & Queen’s Museum (inside Dover Castle)**

**Hours & Time Frame: 6hrs per week (10.30-16:30 Mon-Fri)**

**For further information please email:** [**pwrrqueensmuseum@btconnect.com**](file:///C:\Stakeholders\Volunteers\Volunteer%20Info%20Pack\pwrrqueensmuseum@btconnect.com)**.**

The collections assistant(s) will play a key role in caring for our collection, as well as developing and delivering our exhibitions programme.

**Main task/ responsibilities:**

* Object cataloguing
* Condition Checking
* Photography of museum objects
* Research
* Preventative conservation

**Requirements:**

**•** Enthusiasm for military history/ museums.

• Prior experience useful but not essential.

• Good attention to detail

• Able to follow directions and to work on own initiative where appropriate

**Training opportunities:**

* Full training in collections care for museum objects.

• Gaining demonstrable practical experience working within the museum environment

• Continued professional development