



Archive & Collections Volunteer

Dr Jenner's House, Museum and Garden is situated in a splendid Grade II* Georgian house and beautiful garden, nestled in the historic market town of Berkeley, Gloucestershire. The former home of renowned doctor Edward Jenner, the museum tells the story of the life of this remarkable man and his pioneering work in the development of immunology and the beginnings of the science of vaccination.

We are looking for enthusiastic volunteers to join our Archive & Collections team to help with all aspects of collection and archival management such as conservation, processing, preservation and reference. You will get the chance to become involved with cataloguing, research, maintaining pest traps, conservation cleaning, data entry, preparing material for preservation work, photocopying and filing.

This role continues all year round, even when the museum is closed to the public. Volunteering shifts patterns are flexible and can be organised to suit your availability.

Could this be you?

- Someone with a keen interest in heritage or eager to learn and broaden their knowledge of history
- A History/Museum Studies (or similar) student or graduate looking to gain experience in the archival, museum or heritage sector
- Someone who listens well to instructions, takes pride in the quality and consistency of their output, has an eye for detail and enjoys structured tasks
- Happy to work as part of a team as well as working independently, sharing the responsibility of careful preservation of the museum collections
- Flexible and able to adapt to changing circumstances with a sense of humour!

What's in it for you?

- You'll join a dynamic and friendly team who are enthusiastic about making the museum and its collections as accessible as possible
- You'll be part of a globally significant heritage site, helping to communicate Edward Jenner's remarkable achievements and legacy to all who visit

- You'll join a dynamic group of sociable and friendly volunteers who enjoy events and outings throughout the year
- You'll enjoy free entry to the museum for you and up to five of your friends or family visiting with you. Volunteers also receive 20% discount in the museum shop and free entry to museum events and talks
- You'll receive all the necessary training and have the opportunity to pursue your personal development goals. Plus, you might like to explore the other voluntary roles we have on offer

We will:

- Provide health and safety training, plus a full induction for the role
- Support you: a member of staff will always be onsite during your shift
- Provide you with all the necessary training, resources and equipment to confidently carry out your role

Transport

As the museum is in a rural area with little public transport provision, access to your own transport is likely to be important to undertake the role. Unfortunately, we are unable to reimburse expenses.

If you are interested in volunteering, or would just like more information, please contact the Museum Office: info@edwardjenner.co.uk or 01453 810 631.
