



## So you want to become an Education Volunteer at the London Canal Museum...

What sort of person should I be?

- **Outgoing & Sociable** – you will be working with children and their carers and need to be confident in communicating with them
- **Interested in People** - see above!
- **A Team Player** – the Education Officer and Education Volunteers work closely together to develop and deliver our education programme.
- **Interested in how learning happens** – our team comes from a range of backgrounds and we help each other by sharing ideas and techniques through supporting and shadowing other team members



**What would I do?**

- **Cooperate in preparing workshops and other materials -**
- **Help get workshops ready before groups arrive**
- **Help deliver workshops & presentations**
- **Work with children & adults during Museum sessions**
- **Guide small school groups on short walks on the towpath near the Museum (scripts available)**

During a typical school visit day we are responsible for setting up, meeting and greeting and initial briefings, delivering and supporting activities, providing support at lunchtime, managing changeovers and, finally, clearing up. We also have team meetings where bookings and curriculum are discussed and resources are prepared.



**What could I gain?**

- **Experience and greater confidence in working with children as individuals and in groups**
- **Experience and greater confidence in working with other adults**
- **Organisational skills**
- **Presentation & guidance skills**
- **New perspectives on the Museum & its work**
- **New perspectives on education within a semi-formal setting**

**What would the museum expect of me?**

- **Flexibility** – our bookings are erratic, so we may be either rushed off our feet or have no bookings at all. Also, you may at times be asked to take on other roles on a temporary basis – for example, supporting the Front of House team
- **Punctuality** – although our schools are not always on time, we need to be ready for them. Before each visit or Family Activity Day a timetable will be sent out with a start time for set up – if you are not able to make it at the specified time, the Education Officer needs to know so that she can be sure that setting up will be done in time
- **Professionalism** – this relates to dress (generally smart casual unless you are carrying out a particular task which needs specific clothing – for example, leading a towpath walk in bad weather), to speech and interactions and to general communication, particularly where responses are sought in terms of bookings and availability

**So what do I do now?**

**Please complete the Volunteer Information Form and then a meeting will be set up to verify i.d. and arrange for work with the team to start.**

**We look forward to hearing back from you!**

**Cathy Simpson  
Education Officer**