



Family and Local History Volunteer

Helping people with the family and local history enquiries and research.

What would I be doing?	<p>You will:</p> <ul style="list-style-type: none"> • assist customers with local and family history enquiries using library resources in both physical and electronic formats; • help with enquiries which arrive by email or post; • carry out simple cataloguing, listing and organising of collections; • give support to a range of events and exhibitions.
Am I right for this opportunity?	<p>You will have:</p> <ul style="list-style-type: none"> • a passionate interest in local and family history; • good communication skills; • the ability to use IT; • the ability to work as a team; • the ability to carry archives and resources short distances; • an appreciation of the care needed when handling fragile and rare resources; • attention to detail.
What will I get from volunteering?	<p>You will gain:</p> <ul style="list-style-type: none"> • valuable training and experience that can be included in CVs and job applications; • the opportunity to meet others in the local community.
When can I do my volunteering?	On specific days according to local arrangements.
Where will I be volunteering?	At the library / Local History Centre, or virtually using digital devices.
Who will be there with me?	Other Local / Family history volunteers and library staff.
Support and review	<p>Regular support and guidance will be given by a named library contact.</p> <p>There will be an agreed trial period to ensure that all is going well – another volunteer role may be suggested if the trial period has shown that this would be better for both parties.</p>
Training, resources and information	A full induction will be given, and further training offered where appropriate.