



VOLUNTEER OPPORTUNITY: Working with the Collection

Volunteer Role: Collections Volunteer

Department: Lancaster Arts

Our creative development programmes are a central part of what we do at Lancaster Arts. Whether you'd like to try something different and meet new people, or develop existing skills and enhance your C.V, we aim to provide opportunities for everyone that are interesting, rewarding and distinctive.

You will be involved in the care, research and cataloguing of the Peter Scott Gallery's collection. Working with Gallery staff, you will develop your understanding of collections care through hands-on experience of sorting, accessioning and digitising items from our archive, using our collections management system, MODES.

This position offers a unique insight into the workings of an established arts venue, and provides an introduction to the range of roles within an organisation like Lancaster Arts. It is an opportunity to develop a range of transferable skills, receive specialised training from gallery staff and access valuable developmental opportunities through our volunteer training programme.

WHO WILL I BE WORKING WITH?

You will be based in the Peter Scott Gallery, working primarily with Gallery staff:

- Richard Smith, Curator
- Harriet Hill-Payne, Assistant Curator
- Jenny McMillan, Gallery Assistant

WHAT WILL I BE DOING IN THIS ROLE?

- Assisting Gallery staff in digitally cataloguing outstanding areas of the Gallery Collection using MODES
- Conducting research into areas of the Collection, adding to existing digital records to reflect this new knowledge
- Alongside Gallery staff, undertake some preventative conservation in the Gallery

WHAT WILL I BRING TO THIS ROLE?

You will be reliable, able to work carefully and independently, and interested to learn about the cataloguing and care of archive, museum and gallery collections. No prior experience necessary.

You will be able to commit two regular hours a week to the Peter Scott Gallery.

Submit completed volunteer application forms to: gallery@lancasterarts.org.

If you would like information/to apply in a different format, contact: harriet@lancasterarts.org.