

Front of House

Role Description

The museum welcomes thousands of visitors each year. Our front desk volunteers welcome every visitor to the museum and promote Tiverton and its history.

A friendly welcome for our visitors is the most important thing.



**TIVERTON
MUSEUM**

of Mid Devon Life



Tasks you will do at Front of House	<ul style="list-style-type: none">• Welcome visitors to the museum• Help with Tourist Information enquiries• Gift shop sales• Answering the phone
Benefits	<ul style="list-style-type: none">• Meeting new people• 10% discount in the gift shop• Satisfaction of making the museum a great place to visit• Regular volunteer socials• A monthly newsletter
Skills required	<ul style="list-style-type: none">• A friendly approachable manner• Good communication skills• An interest in the museum's collections and Mid Devon's history
Training provided	<p>Related experience may be useful, but not essential. We welcome potential volunteers to come and shadow a session or two to try it out to start with. Training is given 'on the job' and you will be supported by a supervisor and other members of the team. Each volunteer will receive an induction to go through policies and procedures.</p>
References	<p>Please note that volunteering on the Front of House team will require two references.</p>

If you are interested in this role and would like to find out more, please email volunteer@tivertonmuseum.org.uk or phone 01884 256295