

PITSTONE MUSEUM NEEDS YOU!

Join us in preserving our cultural heritage and sharing it with the community. Your support is crucial in ensuring that our museum continues to thrive, educate and inspire future generations. Together, we can create a vibrant space where history and culture come alive for everyone to enjoy.



We are currently looking for people who could take on 'understudy roles,' to assist with both the museum's daily operations and its objectives. This would involve shadowing experienced volunteers to share and spread the work, making roles easier to manage

Some of the opportunities available include:

- Learning basic accounting by shadowing our treasurer during volunteer days, make petty cash payments, collecting and recording takings on Open Days.
- Examining the security of computer data and the maintenance of online artifact management records.
- Observe organisational practices, such as visitor registration, event planning, and resource allocation for educational programs.
- Involvement with technical support required for the operation of public address systems and admin of mobile radio communications.
- Understand the management of maintenance contracts for security, fire prevention and CCTV and accompanying contractors during site visits.
- Assist with secretarial responsibilities, such as scheduling meetings, preparing documentation, handling correspondence, and maintaining records.
- Gain insights into the challenges involved in managing a museum, including coordinating volunteers and complying with historical accreditation preservation standards.

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