

Volunteer Application Pack

EXHIBITION GALLERY ATTENDANT



About Lincoln Cathedral

The Corporate Body of the Cathedral Church of the Blessed Virgin Mary of Lincoln (to give it its proper title) is first and foremost a church, the seat of the Bishop of Lincoln and a centre of worship and mission led by the Cathedral Chapter. A minimum of three services take place each day of the year, at least one of which is usually sung by the Cathedral's renowned choir. It is the principal 'mother' church of Lincolnshire and holds many of the county-wide services of celebration, commemoration and memorial.

Lincoln Cathedral is a place of pilgrimage, where people come to seek God, to learn more about faith, or to take time out of a busy day for quiet reflection. It is a place of welcome and hospitality where all, of any faith or no faith are encouraged to feel at home.

The Cathedral building is used in a rich and varied way. Significant musical and dramatic events take place, whether it is a visit from the Hallé Orchestra or a performance of the thought-provoking musical 'Oliver!'. There is an active lecture series each year with speakers offering their insights into current and historical affairs.

In June 2021, the new Cathedral visitor centre opened as part of a £16m project funded by the National Lottery Heritage Fund. The Visitor Centre is home to a new shop, refectory, education space and discovery zone. Newly landscaped public gardens have been developed, providing space for the all to enjoy. These new state-of-the-art facilities will boost the visitor experience currently on offer at the Cathedral and provide many new opportunities.

We rely on an exceptional body of employees and dedicated volunteers in order to deliver and promote the Cathedral's wide range of activities. If your application is successful, you will be joining a thriving community of more than 600 volunteers coming from all walks of life, with a variety of backgrounds, beliefs and ages.

We thank you for offering your support and your time by applying to volunteer.

Role Summary

The Cathedral has a thriving exhibition team headed by the Curator and supported by the Collections Assistant and a group of dedicated volunteers. The exhibition team helps to showcase the Cathedral and its treasures to help visitors better enjoy, understand and identify with their heritage and also to preserve it for future generations.

The opportunity to exhibit objects will be expanded through the creation of a new exhibition gallery within the new Cathedral visitor centre which opened in June 2021 as part of a £16m project funded by the National Lottery Heritage Fund.

As a Gallery Attendant you will have the opportunity to volunteer in a dynamic, innovative space within an iconic historic environment. You will be instrumental in ensuring our visitors leave the Cathedral feeling inspired.

Main Particulars of the Post

Job title: Gallery Attendant

Salary: Voluntary

Accountable to: Curator

Working hours: Flexible

Available Shifts *times may be subject to change:

Monday- Saturday (shifts 10.00am-1.30pm and 1.30pm-4.45pm)

Sunday (shifts 10.00am-1.00pm and 1.00pm-3.45pm)

DBS check: A Disclosure and Barring Service Check is not required for this role

Key Responsibilities

- Help to create and maintain an engaging environment that inspires, excites, and enthuses visitors
- Answer where possible visitors' questions, about exhibits in the Exhibition Gallery
- Be aware of matters of health and safety and to help ensure a safe environment for visitors.

Training Requirements

- A full induction and relevant training will be provided.
- Safeguarding training is mandatory for all Cathedral volunteers
- There will be opportunities for additional, optional training for example Customer Service, Welcome Host, First Aid and CPR

Person Specification

Essential

1. A friendly and welcoming attitude with excellent communication skills
2. Ability to communicate confidently with people from a wide range of backgrounds and cultures
3. Excellent team working skills with an ability to work effectively in a small team of volunteers and alongside all Cathedral colleagues
4. Flexible and approachable
5. A desire to learn about the Cathedral, its history and its objects
6. Ability to operate in sympathy with the aims and ethos of the Church of England, the Cathedral and its community.

Desirable

7. Experience of working in a heritage or museum setting
8. Experience in a customer service role
9. Knowledge of languages
10. Knowledge of the surrounding city is helpful as visitors will often ask about other places in Lincoln that are worth a visit.

Application process

Please submit your application using the application form. A CV is not an acceptable substitute but may be attached as an additional document if you wish.

Interview and selection process

Closing date for applications: **29 November 2021, noon**

Interview date: **Week commencing 6 December 2021**

Applications by post or email to

Fern Dawson, Curator
Chapter Office
4 Priorygate, Lincoln, LN2 1PL
Email: fern.dawson@lincolncathedral.com