



Volunteer Person Specification

Role Title: Family Archaeology Group Helpers

Department: Heritage

Date: May 2016

Main Duties and Responsibilities:

1. To assist with the running of the family archaeology group
2. Arrive early and help to set up and plan activities
3. Help clear up and anything else needed
4. Support and help interested people to engage

Days/hours for role: 4 hours Saturday mornings fortnightly

Location: Quay Place, Ipswich.

DBS Check Applicable: Yes

Attributes	Essential Criteria
Skills & Abilities	<ul style="list-style-type: none">• Confident to talk to new people• Organising• Creative thinker
Knowledge & Experience	<ul style="list-style-type: none">• Some background or interest in archaeology• Teaching or supporting others to engage• Local knowledge or willing to learn
Attitudes & Values	<ul style="list-style-type: none">• Friendly and approachable• Non judgemental• 'can do' attitude• Reliable• Happy to support others

Enquiries to info@quayplace.co.uk 0300 111 6000