



Volunteer Person Specification

Role Title: Heritage Volunteer
Department: Heritage Quay Place
Date: March 2017

Main Duties and Responsibilities:

1. To research and collate information about the history of the church, parish and people.
2. Enter information gathered into a database.
3. To assist with heritage related events and activities.

Days/hours for role: To be agreed
Location: Quay Place, Ipswich
DBS Check Applicable: No

<i>Attributes</i>	<i>Criteria</i>
Skills & Abilities	<ul style="list-style-type: none">• Methodical• Organised• Accurate
Knowledge & Experience	<ul style="list-style-type: none">• Familiar with research techniques using digital and non digital resources• An active interest in local history
Attitudes & Values	<ul style="list-style-type: none">• Enjoys being part of a team• Wants to share knowledge• Reliable• Committed to project

Enquiries to info@quayplace.co.uk or Tel: 0300 111 6000