



University of Brighton

Active Student
Volunteering Service



ARTS & HERITAGE volunteering opportunities...

A portfolio of fresh and exciting arts and heritage sector volunteering opportunities. – **Add to your CV, complement your degree, network and get involved with your local community.** Active Student helps University of Brighton students and staff to find and apply for **local, rewarding, safe and supported** volunteering opportunities that will **enhance your professional and personal development, and support your local community.** Brand new roles are added to this document on a regular basis so please keep checking back for updates!

Tel: 01273 644145

Email: volunteering@brighton.ac.uk

Web: www.brighton.ac.uk/careers/volunteering

Visit: Student Centre, Grand Parade Building



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Photographic Archive Assistant ♦ West Pier Trust

The organisation/project

West Pier Trust (WPT) celebrates the history of the pier, manages its current responsibilities (e.g. as landlord of BAI360 and owner of the pier ruin) and plans for the future – its ambition is to build a new West Pier in due course. It is currently focussed on the restoration of an original pier kiosk, to be reinstated on the seafront as a Seaside Learning Centre. It is based in West Pier Centre which is open to the public for information, exhibitions, talks and sales.

The role

We are looking for someone to help us catalogue our extensive photographic archive. We also wish the person to research new sources of photographs eg at the Keep. The work will be based at West Pier Centre.

Time commitment

3 months minimum. Project hours flexible – to be mutually agreed between the organisation and volunteer.

Training

Basic training regarding the project, requirements and an induction.

Location

Brighton seafront and the Keep in Moulsecoomb, East Brighton.



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Historical Research Volunteer ♦ Brighton Dome & Festival

The organisation/project

The Grade I listed Brighton Dome has a rich 200-year history. Built by Prince Regent as a stable block, our venue has transformed from a Victorian skating rink, to a WW1 military hospital, and is now a leading performing arts venue. We are looking for volunteers to help us uncover some of the hidden histories of these iconic buildings. Your research will directly contribute to material that appears in the newly re-opened Corn Exchange and Studio theatre and in future exhibitions.

The role

- Look through and pull together existing Brighton Dome and Festival research
- Independent research: Online, at libraries, using books, using documents and images from the Royal Pavilion and Museums, and Brighton Dome and Festival
- Work with specialist staff at Brighton Dome and Royal Pavilion and Museums
- Visits to The Keep at Falmer to look through their resources
- Present your work to public and staff at Brighton Dome and Festival Open Days.

We encourage and warmly welcome applications from people from all backgrounds and all parts of the community, particularly people with disabilities and from ethnic minorities who are currently under-represented within our organisation.

Time commitment

Suggested commitment: 1–2 hours per week but can be flexible. Hoping for a minimum of 2–3 months, but could be less or more depending on candidate. Deadline to apply is Monday 3 December 2018 so please contact Active Student at least 3 working days in advance of this date to ensure you have enough time to apply.

Training

Induction to include H&S, Customer Care, Diversity and Equality in relation to relevant activities. Discussion of purpose and activities of role ongoing as research project develops.

Location

Central Brighton.



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Front of House Assistant ♦ Ditchling Museum

The organisation/project

The museum holds an internationally important collection of work by the artists and craftspeople who were drawn to the village, including the sculptor, wood engraver, type-designer and letter-cutter Eric Gill, the calligrapher Edward Johnston (responsible for the famous Johnston typeface used for London Underground), the painter David Jones, the printer Hilary Pepler and the weaver Ethel Mairet.

The role

The role is based at our (sometimes) busy Admissions, Shop and Café area, and involves delivering excellent customer service, selling tickets, cash handling and shop sales, restocking the shop, café sales and preparation of teas/coffees, serving cakes, fielding visitor questions, and invigilating within the museum. We provide free tea or coffee during shifts worked, and discount in our shop and café.

Time commitment

Ideally weekly though we are flexible. Shifts are 10.15am-2pm or 1.45-5.30pm available Tuesday-Sunday. One month overall as a minimum.

Training

Training provided upon induction, and during shifts.

Location

In the village of Ditchling, approximately 10 miles outside of Brighton. Please ensure you look into travel options for this opportunity due to its location.



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Creative Artistic Mural Volunteer ♦ Sussex Beacon

The organisation/project

We are a charity called the Sussex Beacon which is an HIV treatment centre supporting people living with HIV.

The role

The volunteers will be working closely with the shop managers to help design and paint a mural on the wall outside St James Street store and some items at our home store on London road – both visible and central locations in Brighton. The idea we have so far for St James Street is our logo and some Victorian writing linked to fashion and clothing.

Time commitment

The time frame would be around 4 weeks but if students wanted to stay on as a store volunteer they would be welcome to. Completely flexible volunteering hours – although our shops are open from 9.30am to 5.00pm. Applicants need to be committed to the project – start to completion.

Training

Training includes inductions in both shops, health and safety guidelines and we offer training on HIV awareness.

Location

Kempton, Brighton.



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Garden Assistant, Gallery Steward & Learning Activity roles ♦ The Charleston Trust

The organisation/project

At Charleston we aim to further the Bloomsbury group's experimentalism, internationalism and anti-establishment approach, their new ideals for living and belief that the arts and freedom of expression are fundamental.

The roles

1. Garden Assistant: Replanting and dividing herbaceous perennials, weeding and mulching, pond maintenance work, maintaining gravel paths and terraces, staking, tying-in and cutting back herbaceous perennials, pruning of shrubs and roses, winter pruning fruit trees, propagation of annuals.
2. Gallery Steward: Gallery invigilation, supporting Visitor Service Assistants and the Welcome Desk, house hall stewarding.
3. Learning Activity Assistant: Encourage the participation of school children, young people and families in a range of planned workshops and activities, assist the Learning Officer and PPL (Public Programmes & Learning) team with the delivery of practical hands on workshops and activities, and support visitors in their broader knowledge of Charleston and awareness of our activities.

Time commitment

1. Garden Assistant: Either 10am–1pm or 10am–4pm (with 1 hour lunch break), for a minimum of 20 dates throughout the year.
2. Gallery Steward: A minimum of 10 shifts per exhibition, ideally a regular weekly commitment Wed–Sun & Bank Hol Mon 10am–1:30pm or 1:30pm–5pm.
3. Learning Activity Assistant: A minimum of four days across the year.

Training

In addition to Charleston's Volunteer Induction and information pack, you will receive a role-specific induction on your first day of volunteering.

Location

Rural Sussex, approximately 15 miles outside of Brighton. Please ensure you look into travel options for these opportunities due to their location.



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Engagement Officer – Creative, Media & Communications Volunteer ♦ Sport Brighton

The organisation/project

Parklife, Sport Brighton's social & recreational sport brand, allows University of Brighton students and staff a variety of flexible and affordable participation and workforce opportunities for a complete university experience.

The role

If you have a creative passion for photography or design, a love for all things social media, or fancy yourself a descriptive genius in journalism or blogging then these roles can be suited to your individual skill-set providing you the perfect voluntary outlet to build your experience and portfolio. Join the ever-growing fun and social Parklife team, apply your passion and make the most of your University experience.

Time commitment

We encourage officers to commit to their role for one whole academic year however this is flexible. Term-time only; flexible 1-4 hours per week.

Training

Parklife programme induction is provided.

Location

Based on campus at the University of Brighton.



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Story Mentor Volunteer ♦ Little Green Pig Writing Project

The organisation/project

We are a writing and mentoring charity for young people in Sussex. We believe in the right to write, and that this vital form of self-expression builds confidence, communication and literacy skills.

The role

Story mentors do a very important job at Little Green Pig, supporting young people in our workshops to get inspired by writing and get their words on the page. Not only that, you'll be helping build their confidence and communication skills. Workshops are usually two hours long with 30 minute briefing and debrief sessions before and after.

Time commitment

Ideally 3-4 hours per week for 6 months, committing to regular weekly shifts. A minimum of 4 shifts in one 6 month period.

Training

Volunteers are required to attend a short info session in which they will meet some of the LGP team and learn about the role, and then a longer (2.5 hour) training session. These are held every couple of months.

Location

Across Brighton and Hove.



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Costume Store Assistant Volunteer ♦ Gladrags

The organisation/project

Gladrags is a charity run mainly by volunteers. We are a unique, creative resource providing costumes (6000 + of them!) to schools & colleges, community/ youth groups; amateur & fringe arts. We resource their community, arts, educational and wellbeing projects, supporting and enriching their work.

The role

Volunteers can combine aspects of this role to suit their interest and experience; they may want to combine with some of our other volunteer roles (workshop assistant; event worker; research worker); they may prefer to focus on just one aspect of this role. They can work in the store, from home, or combine the two.

- COSTUME HIRE
- COSTUME MAKING
- COSTUME CARE
- CATEGORISING/INVENTORY.

Time commitment

We are open Tuesday and Wednesday from 10am-3pm and Thursday from 10am-6pm, Saturdays 10am-1pm by arrangement only. It is of importance to us that volunteers are reliable and commit to agreed times. We ask for 4-6 hours weekly or fortnightly (3 hours as a minimum). Minimum 3 months, ideally longer.

Training

Support given to ensure the volunteer can carry out the task effectively. Access to general voluntary sector training that may be relevant to this role and according to a volunteer's existing skill level, confidence, and learning needs. Sewing skills training at all levels is offered to all volunteers

Location

Moulsecoomb, Brighton.



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Kids Class Assistant Volunteer ♦ Sew Fabulous

The organisation/project

Sew Fabulous is a sewing studio located in Brighton Open Market. We run classes for adults, teens and kids. We run funded classes for local low waged/unemployed adults. We have a repairs, alterations and sewing service.

The role

Prepare resources for the class (with guidance from teacher).
Assist in the delivery of the class: 1.5 hours on a Monday, Tuesday, Wednesday or Thursday - 4-5.30pm.
Tidy up and debrief.
Update social media with photos from class.

Time commitment

3 months (1 school term) for 2.5-3 hours per week.

Training

Induction training – 2 hours.

Location

London Road, Brighton.



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Social Media, Promotion and Admin Volunteer ♦ Sew Fabulous

The organisation/project

Sew Fabulous is a sewing studio located in Brighton Open Market. We run classes for adults, teens and kids. We run funded classes for local low waged/unemployed adults. We have a repairs, alterations and sewing service.

The role

Help Sew Fabulous with the promotion of classes.
Design and manage some social media content.
Some basic admin in the studio.

Time commitment

This role requires a minimum time commitment of 2.5-3 hours a week for 1 school term/3months. As with many organisations, volunteers are welcome to undertake more time if they wish to.

Training

Induction training – 1-2 hours prior to the role starting.

Location

London Road, Brighton.



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Museum Assistant ♦ Brighton Toy and Model Museum

The organisation/project

Step into a world of toys and models that extends over four thousand square feet of floor space, under four of the early Victorian arches which support Brighton Railway Station. Founded in 1991, the museum has over ten thousand toys and models in its archive. We have toys from as early as the mid-18th century, however, most of our exhibits focus on the golden age of toy making during the first half of the Twentieth Century. The displays have toys of all types including priceless model train collections and many period, antique toys from Great Britain and all over Europe and the USA.

The role

Your role is to greet visitors and answer their questions about the museum and the city – we are also a Visit Brighton information point. You will be responsible for admissions, shop sales, general appearance of museum – which includes cleaning of all areas.

Time commitment

Flexible - days/times to be mutually agreed.

Training

Training and induction provided to all new volunteers before starting.

Location

Central Brighton.



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Apply, find out more or search for different opportunities in many other sectors:

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Image: University of Brighton arts volunteers and their painted wall mural at Ronald McDonald House Charity, Brighton in 2017