



Orleans House Gallery

Study Gallery Volunteer

Role

The Study Gallery, built as part of the Gallery's restoration in 2018, contains a permanent, interactive exhibition of almost 100 collection works. Volunteers help increase access to the Borough Collection and convey historical knowledge of the site and local area to visitors.

Tasks and Responsibilities

- Welcoming and engaging visitors in a friendly manner
- Introducing visitors to the room and providing information about the Richmond Borough Art Collection and the gallery's history
- Supervising the Study Gallery, ensuring the safety and security of the public, artwork and Gallery
- Contributing to ongoing research of the history of the local area
- Assisting researchers and visitors to access the collection both digitally and physically
- Representing the Gallery and Richmond Arts Service

Training and Support

We will provide training and an induction to cover all information relating to the role. On-going support and supervision are available from staff during your shift. Additionally, there are regular training sessions and events to supplement and further your initial training.

Desirable qualities and experience

- Experience of dealing with members of the public
- Enthusiasm for history, art and/or heritage, especially in the local area
- Able to answer enquiries in a friendly and helpful manner
- Willingness to learn
- Enjoys being part of a team
- Ability to complete tasks independently
- Confident when meeting new people

Availability

The gallery is open to the public Tuesday to Sunday, 10am – 5pm, with two volunteer shifts a day, 10am – 1pm and 1pm – 5pm.

We ask for a minimum commitment of one shift every fortnight, although there is flexibility over scheduling.

Location

This role is based at Orleans House Gallery, in the Study Gallery on the first floor. The room is accessible by stairs and a lift.

Expenses

We will cover travel expenses up to £12 per day.

How to Apply

Please complete our application form through our website, which is available at <https://www.orleanshousegallery.org/get-involved/volunteer/>

Our Volunteers Co-ordinator will then contact you for an introductory chat, to learn more about your interest in volunteering and discuss the role further.

Background

Orleans House Gallery and Richmond Arts Service is based on the Riverside in Twickenham, promoting arts, culture and heritage through a programme of exhibitions, festivals, events and activities for everyone in the community.

Home to the Richmond Borough Art Collection, comprising of over 4,400 artworks, at a site with a rich 300+ year history, Orleans House Gallery works with local, national and international artists and community partners to engage with the community, as we have done since 1972.

The picturesque South West London location hosts contemporary and historical exhibition spaces, as well as the Grade I listed Baroque Octagon Room, recently restored to its original 18th century splendour with funding from the Heritage Lottery Fund.