



Study Gallery Volunteer

Richmond Arts Service and Orleans House Gallery

Can you help us build community through creativity?



**Orleans House
Gallery**

The Study Gallery, built as part of the Gallery's restoration in 2018, contains a display of almost 100 collection works, allowing visitors to actively engage with the Borough Collection through this interactive exhibition space. Volunteers help increase access to and awareness of the Borough Collection and share the story 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 and artwork
- Contributing to ongoing research of the history of the local area and the programme
- 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 which covers all aspects of the role. On-going support and supervision will be provided by staff throughout your time with us. Additionally, there are regular training sessions to supplement and further your initial training, as well as a varied programme of volunteer events and activities to join in, meet people and learn something new!

Desirable qualities and experience

- Enthusiasm for meeting and engaging with people
- Interest for contemporary and classical art, history and/or heritage, especially of Richmond borough
- Able to answer enquiries in a friendly and helpful manner
- Willingness to learn
- Enjoys being part of a team
- Ability to complete tasks independently

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

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

We foster creativity and enjoyment of the arts, enable people to reflect on their lives and develop new ways of seeing the world. We bring thought-provoking art to the Borough and cultivate a network of individuals, organisations and programmes that nourishes the arts, local organisations and communities.

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.

