

Volunteering Opportunity – Industrial Archives Volunteer

What is the Project?

The project involves cataloguing a collection of maps and plans depicting the development of major Leeds industrial concerns including the Hunslet Engine Company, J&H McLaren & Co. and Thomas Green & Son. The objects will be recorded to SPECTRUM standards using MS Excel and photographed. This will be the first step towards creating full TMS records for these collection items. We would love if the volunteer was interested in sharing their progress and discoveries with our users in some form, whether through blogs or written articles.

What's in it for you?

A chance to get hands-on with a little-studied but fascinating and important collection which helps trace the evolution of some of Leeds most successful engineering companies. You will also have the chance to get a taste of what it's like to work in a friendly museum that is part of the UK's largest local authority-run museum service.

What's involved?

The role will entail one day per week on a regular basis with the option to increase the number of days, subject to availability of museum staff and the prospective volunteer. We would expect the volunteer to be available from approximately 10am until 4.00.

The role will suit you if you are... enthusiastic, reliable and trustworthy. We are especially looking people who have a good background knowledge of Leeds industrial history and who have some previous experience in cataloguing industrial history paper artefacts. Good photography and IT skills are desirable. You will be working with the Curator of Industrial History, but the role will suit someone who is happy to make progress without constant supervision. Volunteers will be encouraged to take part in staff activities and use our staff room facilities.

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.

Location:	Leeds Industrial Museum, Canal Rd, Armley, LS12 2QF
Time commitment:	6 hours per week
Day:	To be negotiated
Duration:	6 months (to be reviewed at end of initial period)
Expenses:	Out of pocket travel costs between home and your volunteering place will be paid up to the value of £6.00
Further info:	For further information on the role email John McGoldrick, Curator of Industrial History John.McGoldrick@leeds.gov.uk or ring Karen Mackie, volunteer Coordinator on 07891271365
Closing date:	31st January 2020
Interview date:	12 th February 2020

How to apply

If you are interested, please go to our website <http://www.leeds.gov.uk/volunteer>



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