



**St Elvan's
Community
Heritage
Project
CF44 7AB**

Volunteer Role Description Gallery Steward

St Elvan's Community Heritage Project

Founded in 1852 and located in the picturesque Cynon Valley, following recent extensive renovation, St Elvan's is a vibrant new space featuring concert and conference facilities, exhibition gallery, meeting rooms, heritage tours and a licensed cafe bar. We offer our volunteers the opportunity to meet people, feel valued and part of a team and work in a friendly environment.

Purpose of role

To ensure the safe and enjoyable experience of visitors and the security of the exhibits

Main activities/tasks:

Welcoming visitors to the gallery

Checking tickets during ticketed exhibitions

Informing the Heritage Officer or Marketing Business Officer of sales

Safeguarding the exhibits

Giving information about the exhibition to visitors

Skills & personal qualities:

Honest

Reliable and conscientious

An interest in art and culture

A friendly disposition

Training offered

Volunteer induction

Hours There are no set shifts, and some flexibility would be appreciated. We would like the Gallery Steward to be able to commit to at least 8 hours per week.

Reporting to: Karin Mear (Craig Roberts in her absence)

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