

THE LIBRARY AND MUSEUM OF FREEMASONRY

Museum Collections Volunteer

The Museum contains an extensive collection of items with Masonic decoration including pottery and porcelain, glassware, silver, furniture and clocks, jewels and regalia. Items belonging to famous and Royal Freemasons including Winston Churchill and Edward VII are on display together with examples from the Museum's extensive collection of prints and engravings, photographs and ephemera. The collection explores the different Masonic ranks, offices and other branches of freemasonry. We interpret the symbolism used, the aspects of Masonic charity, Masonic dining habits as well as freemasonry abroad and during wartime.

Role description

The purpose of this role is to assist the Museum team in the preservation, accessioning and cataloguing of this collection, to make it available for display in the Museum galleries and for researchers.

Duties may include:

- Compiling inventories of uncatalogued and un-accessioned items
- Returning Museum items to correct location within the various Museum stores
- Cataloguing a variety of different objects, including glass, ceramics, charity jewels and Provincial regalia
- Assisting museum staff in their day-to-day duties as and when required

Person specification

This role will suit volunteers who are keen to gain experience working with Museum collections

Volunteers may already have experience working in an Archive, Library or Museum, or they may be looking to develop new skills in this area. Volunteers will have at least some of the following skills, experience and qualities but previous experience of working in a Museum is not a requirement. Volunteers seeking practical Museum experience before or as part of a post-graduate qualification are welcome to apply.

- An interest in volunteering in a Museum environment
- A good level of literacy and comprehensible writing
- Good accuracy and attention to detail
- ICT skills and a willingness to learn how to use the Museum cataloguing database
- Good communication skills
- Ability to work unsupervised, but also the willingness to ask for assistance when needed
- Ability to use the resources of the library to complete their tasks to the required level

What's in it for you?

- An opportunity to enhance your understanding of a unique museum collection
- The satisfaction of contributing to increased access to our collections
- An opportunity to work with other volunteers and museum, library and archive staff

The Library and Museum of Freemasonry is committed to equal opportunities and welcomes volunteers from all backgrounds. No prior knowledge of freemasonry is required.