

# Local History Volunteer

## Pressing Matters

### **Main purpose**

To support the project "Pressing Matters" adding and collating the Bristol local studies press cuttings collection.

What would I be doing?

- Co-facilitate a weekly activity with other volunteers, combining social skills and library tasks
- Help with setting up the area of the activity and clear up in the end
- Sort newspaper articles (press cuttings) relating to Bristol
- Cut and paste press cuttings onto paper so they can be filed and indexed
- Ensure smooth running of the activity in the public area of the library - use low voices, handle materials carefully (eg scissors, glue) and adhere to the overall Library Rules
- Optional: help with displays and exhibitions of completed work, with related one-off events and promotional activities

### **When can I do my volunteering?**

Weekly on a set day/time for 2 hours.

### **Where will I be volunteering?**

Central Library.

### **Who will be there with me?**

Library staff will be on hand for support and other volunteers.

### **Support and review**

Regular support and guidance will be given by the Heritage Development Librarian. There will be a 4-week trial period to ensure that all is going well – another volunteer opportunity may be suggested if the trial period has shown that this would be better for both parties.

### **Training, resources and information**

Full induction will be given about the Library Service.



Training for the role will be provided by the Reference Library Team, plus guidelines and task instructions. Shadowing of staff and other volunteers can also be arranged (optional).

### **Am I right for this opportunity?**

This opportunity would suit someone who:

- Is interested in local history, news, and local press
- Is methodical and organised and can follow instructions
- Enjoys working with their hands, with attention to detail
- Has good social and communication skills and enjoys working with other people
- Has a curious mind and enjoys learning new things
- Has the ability to read articles in English language

### **What will I get from volunteering?**

Benefits include:

- Meeting and socialising with other local people with shared interests
- A deeper understanding of the library's local studies collections
- The opportunity to have a personal reference to go towards higher education or job applications
- A deeper understanding of the Library Service
- The fulfilment of giving back to your community

