

Digital Content Volunteer

Role description

Why do we need digital content volunteers?

We are looking for sociable, creative individuals to join our volunteer team and support staff with online engagement about Reading Museum, the Reading Abbey Quarter, and The Museum of English Rural Life.

We are seeking volunteers to help us write exciting posts for our social media and blogs to help us raise awareness of our museums and maintain interest in the recently re-opened Reading Abbey Ruins.



Events

All Events Family events Special Exhibitions Talks + Tours Workshops Calendar



Museum Sewing Group

Reading Museum
16 Oct 2018
Workshops



The BIG Draw Sewing Demonstration: Bayeux

Bayeux Gallery, Reading Museum
22 Oct 2018
Family events



The BIG Draw with Reading Guild of Artists

Reading Museum
22 Oct 2018
Family events

What will you do?

Some of the tasks you could be involved in include:

- Online marketing of our events and family activities
- Developing and writing blogs
- Writing and scheduling tweets and posts
- Helping us keep our websites up to date
- Adding and promoting products on our online shop

This role will suit you if you:

- Have excellent written skills
- Have experience of using social media platforms
e.g. Facebook/Twitter/Instagram/Pinterest/You Tube
- Have experience of using online platforms
- Enjoy using your creative and technical skills for creating content
- Can work as part of a team
- Are enthusiastic, confident and proactive
- Have an interest in Reading's heritage

What will you get out of it?

We want you to get as much as possible from the role. You will have the opportunity to use your existing digital skills in a creative way in the workplace and develop your online marketing skills. It's also a great way to meet new people and learn more about Reading Museum and the Reading Abbey Quarter.

You will be encouraged to pursue one project which interests you, alongside creating content as needed by the museum team.

How much time will it take up?

This role is for approximately 4 hours a week. We are flexible in order to fit around other work or study commitments. You will be assigned a supervisor, who will organise regular catch-ups to organise content for the coming weeks.

For your information

Reading Museum prides itself on maintaining our Investing in Volunteers accreditation in 2019.

We provide training and support to our volunteers to help them do well in their roles. As part of the registration process, we will also discuss what you hope to get out of volunteering with us and how we can help you achieve this.

To apply

Read through our volunteer policy (found under 'Get Involved' at www.readingmuseum.org.uk) and complete the volunteer registration form. Email your form to curator@readingmuseum.org.uk. If we think you are suitable for this role, we will invite you to Reading Museum for an informal interview.