

<i>Title</i>	Costume Volunteer
<i>Report to</i>	Siobhan Goodwin - Community Engagement manager
<i>Key internal contacts</i>	Visitor Experience Team / Duty Manager – for any issues when on duty when the Palace is open to the public. Katy Love – property manager
<i>Purpose of role</i>	To maintain and improve the dressing up in the palace for visitors
<i>Key tasks – What the Palace Trust expects from the Dressing Up Volunteer</i>	<ul style="list-style-type: none"> • To repair the dressing up, keep it presentable and clean. • To make new costumes when needed. • To chat to visitors who may be dressing up and if appropriate briefly explain what else there is to see/do in the building • Promote what The Bishop's Palace has to offer <p>Protecting Visitors</p> <ul style="list-style-type: none"> • Maintain an awareness of relevant health and safety procedures. • Support security procedures in order to prevent trespass, theft and damage. <p>Training and Development</p> <ul style="list-style-type: none"> • Attend training and workshop days relevant to the role. • Induction training • Develop knowledge of the Palace as a whole • All volunteers at The Bishop's Palace are required to attend safeguarding training. <p>Anticipated time contribution</p> <ul style="list-style-type: none"> • Dressing Up Volunteer would be expected to commit to approx. 2hrs per fortnight but can come in more frequently.