



The Bishop's Palace
WELLS · SOMERSET

<i>Title</i>	Costume Volunteer
<i>Report to</i>	Robin James – Heritage Building & Facilities 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.

For more information please contact Gemma Palmer, Community Engagement Assistant:

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