

# National Justice Museum

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## Role title: Learning Volunteer

**Accountability:** Volunteer Co-ordinator.

**Supervision:** Learning Manager, Learning Officer, Learning Facilitators.

**Hours:** This role is predominantly between 9.00am-3.30pm, Monday-Friday, and during term time for schools. We are happy to be flexible, however, we do ask that where possible, you sign up to at least one shift a month, though ideally more frequently to make the experience fulfilling and worthwhile.

**Location:** The National Justice Museum, Shire Hall, High Pavement, The Lace Market, Nottingham NG1 1HN.

### What is the purpose of this role?

The National Justice Museum provides engaging activities, exhibitions, and educational programmes relating to law and justice to inspire people of all ages and backgrounds to become active and responsible citizens.

The Learning Team in Nottingham deliver Courtroom and Museum workshops to help people gain a hands-on understanding of justice and the law. We work with School groups ranging from Key Stage 1 to university level, as well as home education, youth groups, SEND, and occasionally adult learning groups. We also offer a range of activities linked to our sister site, the City of Caves, exploring their geology, archaeology, and history.

As a Learning Volunteer, you will assist with the facilitation of education workshops in order to provide meaningful learning opportunities. You must be happy to engage creatively with learners of all ages, abilities, and backgrounds.

### What will I be doing?

- Supporting the work of the Learning Team to deliver a variety of education sessions/workshops.
- Undertake training on our workshops/sessions, in order to assist our Learning Facilitators in the setting up and setting down of resources and lunchrooms before/after the group visit.
- Ensuring that the learners remain engaged with learning activities and receive additional support if needed.

Your tasks will vary depending on the needs of the Learning Team, as well as your own needs and interests. You may not be undertaking all of these tasks.

All volunteers need to adhere to the National Justice Museum's Volunteer Agreement, as well as Policies, Procedures, Vision, and Values.

### What skills/experience will I need?

There are no essential skills for this volunteering role. However, it would be helpful to have **any** of the following:

- Good interpersonal and communication skills – an ability to provide a friendly welcome to all visitors.
- Have confidence working on your own initiative to ensure learners remain engaged (though there will always be a Learning Facilitator present to support you).
- Experience working with children, young people, or in education/learning settings.
- Experience in working or volunteering in museums, galleries, and heritage sites.
- An interest in education, history, heritage, or the justice system.

### How will I benefit from volunteering?

- An exciting opportunity to develop new or existing skills, knowledge, and experience within the heritage sector and within an award-winning Learning Team.
- Be an important part of one of Nottingham's best-loved visitor attractions, with the potential to enhance and contribute meaningfully to the National Justice Museum's work.
- Training will be offered appropriate to the role, but all volunteers will receive a full induction, including a health and safety briefing and details on the National Justice Museum's Policies, Procedures, Vision, and Values.
- The opportunity to meet and engage with a variety of people.
- Be reimbursed for travel expenses up to £5 on receiving proof of expenditure (ticket or receipt).

### Interested in applying?

**Just go back to our website, Volunteer | National Justice Museum, and click apply!**

- We are so pleased that you are interested in volunteering with us at the National Justice Museum. Unfortunately, whilst we would love to have as many volunteers as possible, we cannot guarantee that every person who expresses interest will be able to volunteer with us.
- You should receive an email once you have submitted your application confirming that it has been received. The Volunteer Co-ordinator will get back to you as soon as possible.

**If you have any questions or require more information, please contact:  
[volunteer@nationaljusticemuseum.org.uk](mailto:volunteer@nationaljusticemuseum.org.uk)**