

Volunteer Role Description

Volunteer Guide - Lauriston Castle

Supervisors	Mike Durnan Steward 0131 336 2060 mike.durnan@edinburgh.gov.uk	Bragela Horal Assistant Steward 0131 336 2060 bragela.horal@edinburgh.gov.uk
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Information	<p>When you step inside Lauriston Castle, you see it just as it was in 1926, when it was left to the nation by the last private owner, Mrs Reid. The Castle and the collections it contains is one of Scotland's greatest gifts. Collections include, Italian Furniture, Sheffield Plate, Crossley Wool Mosaics and Blue John ornaments. The interiors of the house are the work of Mrs Reid's husband, Mr W R Reid, the owner of Morison & Co, a leading Edinburgh cabinet making business. The beautiful grounds were laid out by William Henry Playfair in the 1840s. Much of the planting dates to this period. The award-winning Japanese Friendship garden, gifted by the prefecture of Kyoto, is a tranquil place to sit and dream.</p> <p>Lauriston Castle has a vibrant educational programme and tours programme interpreting the castle and collections. You can find out more about our programmes by visiting www.edinburghmuseums.org.uk (go to the Lauriston Castle page then events), or visit our Facebook page at https://www.facebook.com/lauristoncastleedinburgh/</p>	
Role Purpose	<p>This is an opportunity to assist in the interpretation of Lauriston Castle, our multi award-winning venue in North Edinburgh.</p> <p>Volunteer Guides assist in the educational and tours programme by providing tours of the castle or providing information to visitors within one room of the castle.</p>	
Responsibilities	<ul style="list-style-type: none"> • Welcome visitors and ensure they have an informative and enjoyable experience • Ensure that visitors respect the building and its contents, and help maintain the security of the collection • Help to ensure that visitors remain safe throughout their visit • Tour Guide volunteers to provide tours of Lauriston Castle to a variety of groups and to the public • Room Guide volunteers to assist with public interpretation by providing information to people visiting rooms within the castle • Any other required responsibilities related to the role, as agreed between the volunteer and supervisor 	

Knowledge, Skills & Experience	<ul style="list-style-type: none"> • Enthusiasm for engaging with the public • Good communication and speaking skills • Fluent English speaker • Ability to relate to people of different backgrounds and cultures • Ability to work independently when required, and as part of a team • Interest in history
Commitment	Half day per week. This is likely to be at weekends.
Support & Training	<p>Volunteers will receive full initial training on all aspects of Lauriston Castle, its history and the collection. Further training will be provided from time to time, and as required for the role.</p> <p>Staff will provide support and supervision and will meet regularly to discuss and evaluate the volunteer role.</p>
Expenses	Travel expenses, for journeys within Edinburgh, will be reimbursed
Expectations	<ul style="list-style-type: none"> • Be courteous to members of the public, volunteers and staff • Commit to agreed dates and times • Arrive for volunteering and for meetings on time • Give reasonable notice if unable to attend • Abide by Edinburgh Museums' policies and codes of conduct
Location	Lauriston Castle, 2a Cramond Road South, Edinburgh, EH4 5QD

Role Description Updated: 12/10/2016