



Volunteering Opportunities in Our Heritage

Social History Tasks

Are you interested in the social history of commoning, and the role it has played in shaping the New Forest?

Are you interested in documenting old photographs and are you a good listener, know what the right question is and when to ask it?

As part of the 'Through Our Ancestors Eyes' project we are looking for volunteers to join a team who will search out and scan photographs and old documents and record people's accounts of them, as well as cataloguing, transcribing and archiving and making them accessible to the public through websites and exhibitions.



Role Description

Volunteers will work with the project co-ordinator making pre-arranged visits to people's homes. They will scan photographs/documents and record the stories and background information associated with them, both as a record for the archive and to bring them to life for future generations. Volunteers will also seek out images and documents of New Forest commoning, forestry and farming in local collections and national archives, such as the Museum of Rural Life at Reading University, Pathe News and the British Film Academy Archive.

Other volunteer roles include cataloguing and archiving images, transcribing recordings to form a text document of the interviews, editing recordings to make "sound bites". These other roles do not involve travel and volunteers can be involved while staying at home: all you need is access to a computer.

Responsibilities

The volunteer will be:

- Responsible for themselves
- Work with the project team to meet our objectives
- Will not discuss or pass on confidential information
- Will follow the applicable New Forest National Park Authority Policies e.g. Health and Safety (Risk Assessments) and Best Practice at all time.
- Work professionally and considerately across various locations in the New Forest National Park.

DBS checks will be required for some of the roles

Essential Information

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| Single/Shared Role | These tasks will be shared between a number of volunteers, visiting peoples homes will always be undertaken by two people at a time. There will be opportunities to work alone in local and national archives, at the New Forest Centre, at home or with support in the NFNPA office. |
| Estimated preferred hours per week | Flexible. Some visits will require a certain amount of time, and be tied to specific appointments, but volunteers will also be able to undertake their own research in their own time. |
| Location | Private homes in the New Forest National Park, local history group facilities, New Forest Centre, local and national archives as required. |
| Training | Induction session and all training will be provided |
| Expenses | Travel expenses can be reimbursed |
| Dress code | We aim to have a friendly and “relaxed” office and thus do not have a strict dress code. Please dress appropriately for a busy working office environment. If joining us at a public event branded clothing may be provided (e.g. T-shirt and/or Jacket). |
| Other Information | The majority of this role is conducted in or around the New Forest National Park. We are seeking volunteers who are able to travel easily: e.g. in their own vehicle or via public transport. However some of the research can be done at home or in the office so no need to be physically active. |

Key Words / Tags

e.g. friendly, good communicator, interest in archives, enthusiastic, dependable, inquisitive, problem solver, researcher

How to find out more or register your interest

www.newforestnpa.gov.uk/landscape-partnership
volunteering@newforestnpa.gov.uk

There will also be opportunities to volunteer on other tasks as part of the Our Past, Our future Landscape Partnership Scheme.



For general enquiries contact the New Forest National Park Authority as the lead partner on 01590 646604 or email ourpast.ourfuture@newforestnpa.gov.uk

