



CREATIVE SPACES VOLUNTEER

The National Gallery of Ireland ('the Gallery') is Ireland's major national cultural institution devoted to the collection and care of fine art. Comprising some 16,000 paintings, drawings, watercolours, miniatures, prints, sculpture and decorative arts, the institution's extensive holdings include masterpieces by many of the most celebrated figures in the history of western European art. In addition, the Gallery houses the most representative collection of historic Irish art. Funded mainly by the State, the Gallery employs more than 140 staff and provides free access to the public 361 days a year.

The Creative Spaces volunteers assist in offering creative support and an excellent visitor experience at the Creative Spaces to Gallery visitors. Reporting to the Education Officer (and / or nominated deputy), the Creative Spaces volunteering areas of responsibility and related duties include:

- Provide a quality visitor experience to Creative Spaces visitors
- Promote and inform visitors about the National Collection, programme of events, visitor services, digital resources, creative packs and other visitor attractions
- Assist with keeping the Creative Spaces in optimum condition
- Ensure printed literature in the Creative Spaces is available and up to date
- Assist with scheduled artist-led workshops in the Creative Spaces
- Attend and engage with training on the Gallery, National Collection, Gallery events and facilities
- Assist in other duties appropriate to volunteering as requested from time to time

Commitment:

- 1 year commitment from agreed start date with Education Officer, with an annual renewal on 1st January every year
- Volunteering timeslots include 10.00am - 4.30pm (Monday - Saturday) or 11.30am - 4.30pm (Sunday). On occasion, a member of the Education team may request volunteer relief cover (if available only).

Requirements:

- A knowledge or interest in art (an Art / Art History qualification is preferred but not essential)
- A professional, polite and courteous manner coupled with strong customer service and communication skills
- An interest in working with the public and an ability to work as part of a team of volunteers
- A second language and / or a conversational level in Irish (is advantageous but not essential)

Volunteering at the Gallery is unpaid, the benefits of volunteering include:

- Development of art knowledge, skills and experience of a gallery / museum environment
- Public contribution to the work of the National Gallery of Ireland
- Regular volunteer training on the National Collection and related art areas
- Invitations to exhibition openings and other Gallery events
- Discounts in the Gallery Shop and Gallery Café
- Interaction with Gallery staff, volunteers in other departments and members of the public

Note: This volunteer description is a guide to broad areas of responsibility and accountability and should not be regarded as a comprehensive listing. All volunteers are required to be compliant with NGI screening, security and Garda vetting procedures.

Closing date for receipt of applications: 4pm on Friday, 15th September 2017.

How to apply: Please send a cover letter and curriculum vitae to Kate Jameson, Visitor Experience Administrator, or email kjameson@ngi.ie. References (contact details) must be available upon request. Please state **Creative Spaces Volunteer** on application. Candidates should note that panels may be formed from which future positions may be filled.

The National Gallery of Ireland is an equal opportunities employer