

JOB SPECIFICATION

Role Title: HERITAGE HELPER

The Organisation:

Gosport Heritage Open Days (GHODs) is a self funding voluntary organisation which, as part of the national Heritage Open Days initiative, projects manages an annual event which, for 4 days in every September, sees some 60 heritage sites in Gosport opened to the public free of charge. In 2015 there were over 12,500 visitors, with over 350 local people manning the activities.

All people involved are volunteers or input voluntarily to GHODs in the course of their employment with other organisations.

Role:

A Heritage helper is an enthusiastic person who has experience of, or is willing to train in, helping our visitors to understand and enjoy their heritage experience.

Role Tasks: (including things like)

- Leading or assisting with guided tours of buildings or guided walks around an area
- Leading or assisting with heritage talks in community venues to various sized audiences
- Blogging or vlogging heritage stories through the GHOD's website or other suitable media
- Researching interesting 'historical' info and materials to use in heritage activities as above

Technical Skills needed or training provided for: (depending on task undertaken)

- Awareness of best practice in guiding (speaking to groups of people on the move)
- Awareness of risk assessment in guiding (keeping people safe whilst on your tour or walk)
- Disability awareness (coping with possible additional needs of people in a group)
- Arrangement of information into logical story patterns
- Ability to deliver presentations clearly
- Knowledge of relevant IT: eg PowerPoint, visual creations, online media
- Drama skills

Personal Attributes: (depending on task undertaken)

- A friendly and enthusiastic manner
- Creative approach or dramatic flair
- Comfortable speaking to small or large groups
- A love history or enjoyment of research can be helpful

Commitment :

A tour, walk or talk usually lasts from 45mins to 2hrs (depending on the content/route) and some preparation time is also needed. Research can be as flexible as you like and b/vlogging can be scheduled to suit you.

Although Gosport Heritage Open Days only occurs over 4 days in Sept, there are various other heritage events throughout the year in which you may participate.

Induction :

Initially, training might consist of meeting up with an experienced guide/speaker to learn first-hand from their experience. This helps to embed some useful guidelines. You might then assist by being the 'sheepdog' on a tour/walk or helping with presenting a talk. Should you then feel confident to lead your own event (whether that be over HODs period in Sept or at another time) we will support you in making that happen. We will also ensure that you are familiar with the work and structure of Heritage Open Days both nationally and locally in Gosport.