



Volunteer Role Description: Front of House Volunteer

About the Trust:

The Robert Burns Ellisland Trust has been formed to hold the lands and farm of Ellisland, and such other funds and assets as may from time to time be comprised in the Trust Property, in trust for the following purposes:

- the advancement of education
- the advancement of the arts, heritage and culture
- the promotion of the life and works of Robert Burns
- to maintain a museum and collections for the benefit of the public

The Trust is committed to conserving and promoting the site as one of the most significant locations in the life of Robert Burns. The Trust is ambitious to increase understanding of Ellisland as central to Burns's artistic development, where he composed Auld Lang Syne and Tam O'Shanter. It will enhance awareness of its environmental importance as the best place to see the natural world through the poet's eyes and increase appreciation of Ellisland as Robert Burns's first marital home with Jean Armour and the foundational site for European Romantic song.

Who are we looking for:

The Trust is seeking motivated, friendly and energetic front of house volunteers with a passion for the life and works of Robert Burns to join our growing volunteer base and help us with our "soft reopening" of Ellisland to the public over the winter, having been closed since March due to the Covid-19 pandemic. This volunteer role would best suit someone who enjoys interacting with the public, as well as someone who is happy to help with the general housekeeping required to keep the areas in a tidy location.

The front of house volunteer role is key to provide a friendly, informative, welcoming and museum visit. We are looking for someone who is a good communicator, friendly and approachable. Your key tasks will be:

- Meeting and greeting visitors
- Taking visitors on guided tours of the grounds
- Providing information
- General housekeeping (including dusting, hoovering, sweeping, emptying bins and other routine household activities)

In advance of commencing their role, volunteers will receive a full induction to Ellisland and training in the history of the site and Robert Burns's time there from the Volunteer Coordinator. Volunteers will also receive a copy of the Volunteer handbook, Ellislands Health and Safety Policy, a copy of their role description along with other year-round benefits that are described in the Volunteer Handbook.

Time Investment

Pending Scottish Government restrictions, we have identified a handful of Saturdays on which we would be able to reopen to the public.

Volunteers would be required to be on site from 10:30 am – 3:00pm for a minimum of 1 Saturday in a month as well as 2-3 half days that can be arranged flexibly to work with the Volunteer Coordinator on induction and training materials. There will be a half hour lunch break and travel expenses will be provided.

If you are interested in volunteering with the Robert Burns Ellisland Trust, please contact info@ellislandfarm.co.uk.