

**Volunteer opportunity at:**



**Swaffham Museum**

Contact: Steven Gregory  
Tel: 01760 72130 (museum) or  
Email: [sinmon@tiscali.co.uk](mailto:sinmon@tiscali.co.uk)  
Address: 4 London Street, Swaffham

**Job title: Learning Leader**

Responsibilities: To manage the Learning Team.

Liaising with schools and groups; taking local history to the community; handling administration; overseeing the provision of resources

Skills needed: Good interpersonal, communication and organisational skills.  
Up to date "Office" IT skills

Work times: Flexible. Around 8-10 hours a week

Responsible to: Board of Trustees

Notes: Teaching experience desirable. Access to own transport desirable as activities may be outside Swaffham.

Training is provided

**Volunteer opportunity at:**

**The Paddocks Care Home**

Contact: Debbie Barnes  
Tel: 01760 722920  
Email: [debbie.barnes@castlemeadowcare.co.uk](mailto:debbie.barnes@castlemeadowcare.co.uk)  
Address: The Paddocks Care Home, Cley Road, Swaffham

**Job title: Volunteer**

Responsibilities: Assist with activities, reading to residents, serving teas and coffees, assist with day trips, bring residents in wheelchairs to lounge and return to rooms after activities

Skills needed: Reading and common sense

Work times: Flexible between 8am and 4pm. Any odd hours between these times

Responsible to: activities co-ordinators

Notes: Would need to complete application form, references and DBS prior to commencement