

## **Volunteer Opportunities at Liberty Hall Historic Site in 2010**

### **Tour Guide**

The Tour Guide volunteer gives tours of Liberty Hall and the Orlando Brown House to individual visitors, groups, and schools. Tour guides work at least one 3.25 hour shift each week. Available shifts are 10:00 a.m.-1:15 p.m. and 1:15-4:30 p.m., Tuesday-Saturday.

### **Visitor Center Greeter**

The Greeter volunteer is a friendly person who serves as the first contact between visitors and LHHS. Greeters handle the operation of the first floor of the Orlando Brown House, which serves as the Visitor Center for LHHS. Greeters work at least one 6.5 hour shift (with a half-hour lunch break) each week. The available shifts are 10:00 a.m.-4:30 p.m., Tuesday-Saturday.

### **Curatorial Volunteer**

The Curatorial Volunteer helps the Curator of Collections to care for the artifacts of LHHS, including the two historic structures. Jobs may include data entry into the Past Perfect museum management software; lifting and moving heavy objects and boxes; and labeling objects and boxes. Curatorial Volunteers work at least one 3-hour shift week on a regular basis. Volunteers work Tuesday-Friday, at a time determined by the Curator.

### **Administrative Volunteer**

Administrative Volunteers assist the permanent staff with office tasks. Tasks may include: answering phones, typing, running copies, managing mailings, and organizing supplies. Administrative volunteers can work on a regular weekly schedule, or on an as-needed basis.

### **Education Volunteer**

Education volunteers help with educational programs for adults, families, and children. Volunteers will learn education programs and then present or lead them. Volunteers may work alone or with a staff member. Assignments might include: crafts; spinning and/or weaving demonstrations; hearth cooking demonstrations; or story time. Education volunteers work on a regular schedule or on an as-needed basis.

### **Garden Volunteer**

Garden volunteers work with the Gardener and the Garden Committee to maintain the 3 acres of land at LHHS. Volunteers plant, weed, thin beds, mulch, and tackle other tasks in the garden. Garden volunteers work mainly on Monday mornings, 9:00 a.m.-12:00, spring-fall. Volunteers can come on a "drop in" basis, or on a regular schedule.

### **Transcription Volunteer**

Transcription volunteers work to digitize, transcribe, type, and catalog documents relating to the family of Senator John Brown, Liberty Hall, and the Orlando Brown House. Volunteers should be able to work at least 3 hours each week, without supervision. This job can be done from home.

### **Special Event Volunteer**

Special event volunteers work on a range of events doing numerous tasks. Tasks could include, but are not limited to: event set up and clean up; food service and kitchen help; parking assistance; crowd control; etc. Special event volunteers work on an "as needed" basis at events throughout the year.