



Wycombe Museum Café and Shop Volunteers

We are looking for enthusiastic and friendly volunteers to help in our café and shop!

We are a family friendly, local history Museum now managed by the Wycombe Heritage and Arts Trust and situated in High Wycombe, Buckinghamshire and located in a Grade II listed house surrounded by beautiful gardens. We host seven galleries including our Art Gallery, temporary gallery, interactive old kitchen and Chair Gallery displaying our famous chair collection. Find out more about us and our collection via our website wycombemuseum.org.uk

Wycombe Museum and our volunteers

Volunteers are a vital and valued part of the Wycombe Museum family. We value every skill that people bring and every minute that people give to us, and endeavour to have every volunteer feel appreciated and enjoy the time they spend helping us. We strive to have a relationship with our volunteers based on mutual respect and understanding.

What is involved?

Our cosy café sells an increasing variety of food as well as hot and cold drinks. Our shop boasts a wide range of products from jewellery to honey! As a café and shop volunteer you will be helping to keep them running for visitors to enjoy.

Some things you might be doing include...

- Using tills to put through transactions
- Making and serving tea, coffee and cake
- Answering the phone at busy periods
- Keeping an eye on café and shop stock and letting staff know if anything is running low or out of date.
- Light cleaning duties in the café
- Helping with cafe and shop opening and closing

Who would be supporting me?

Volunteer Manager, would be your main point of contact.

On a daily basis, the Duty Officer and Front of House staff will be on hand to help and support you.

Where and when would I be volunteering?

Volunteers will be based at Wycombe Museum located on Priory Avenue, High Wycombe, Buckinghamshire, HP13 6PX.

We like volunteers to commit to one or more regular morning or afternoon a week (9.45am to 1.15pm or 1.15pm to 5.15pm) but are flexible to suit your needs.

What is Wycombe Museum looking for?

We are looking for friendly, enthusiastic people who are happy to get stuck in, work as part of a team, learn new skills and observe to health and hygiene regulations.

As a visitor facing role we are looking for someone who is happy to chat to people of all ages and all backgrounds.

We would like volunteers to wear something smart-casual, as well as our lovely red aprons.

What skills and qualifications do I need?

All you need is enthusiasm and a willingness to learn- you will have some help learning everything else. An interest in Wycombe History is a bonus! If you do have any experience in a café or shop, or customer service- please do let us know.