



National
Trust

Volunteer Role Description

Conservation Assistant

Oxburgh Hall

What is a Conservation Assistant?

Conservation Assistants help to care for our collections and maintain presentation standards in our houses as set out in the National Trust Manual of Housekeeping. Working with conservation staff, you will learn how to care for historic items so that our visitors can enjoy them for as long as possible.

What's in it for you?

- Becoming part of a friendly and dedicated team
- Enjoying new experiences and learning something new every day
- Going behind the scenes and handling interesting objects
- Helping the house team care for the historic collection
- Gaining knowledge which could help you to pursue a career within the heritage sector

What's involved?

- During the open season (Feb-Oct)
 - Helping to clean all floors and dust flat surfaces in the showrooms
 - Helping with a more thorough clean of one showroom or storeroom each week
- During the closed season (Nov-Feb)
 - Helping with 'putting the house to bed' (covering, wrapping and packing the contents to protect them)
 - Helping to clean each room from cornice to floor, treating each object individually; dusting, cleaning, washing or polishing
 - Helping to clean and record any items in storage
- Alerting the House Steward to any items that are missing, damaged, deteriorating or in need of specialist attention: updating condition and inventory records

This role is purely voluntary and this arrangement is not meant to be a legally binding one or an employment contract

- Keeping an eye on light levels, pest activity and evidence of mould or mildew
- Join in with Conservation in Action activities; interacting with visitors to help them learn about conservation
- Becoming familiar with and adhering to the National Trust's Health and Safety Policy at all times
- There may be other activities where we could use your help

This role will suit people who... enjoy working as part of a team, have a good eye for detail and an interest in historic collections. Enthusiasm for learning conservation techniques will be encouraged. Ideally, conservation assistants will also have good hand-eye coordination, be able to work from a ladder or tower scaffold and lift objects.

Extra information

Your place	Oxburgh Hall
Time commitment	Once a week, or more if you wish. Open season: 8.30am – 4pm Closed season: 9am – 3pm
Volunteer Manager Email Tel	Lynsey Coombs, House Manager lynsey.coombs@nationaltrust.org.uk 01366 327247
Training/Resources	Training will be provided before you're expected to conduct any conservation cleaning.
Expenses	Out-of-pocket travel costs between home and volunteering place will be paid, and other reasonable expenses agreed in advance.

About the National Trust

The National Trust is a registered charity and is completely independent of Government. We rely for income on membership fees, donations and legacies, and money raised from our commercial operations. We are supported by 3.8 million members and 61,000 volunteers without whom we simply could not manage. We protect and open to the public over 300 historic houses and gardens and 49 industrial monuments and mills. But it doesn't stop there. We also look after forests, woods, fens, beaches, farmland, downs, moorland, islands, archaeological remains, castles, nature reserves, villages – for places, for ever, for everyone.

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About Oxburgh Hall

Oxburgh was completed in 1482 for the Bedingfeld family, who have lived here ever since. The house has had many transformations throughout the years. The Tudor gatehouse is the least altered part of the house, though many of the architectural flourishes that you see today, as well as the gardens and interiors were added during the Victorian era under the 6th Baronet, to celebrate the history of the family, and are highly influenced by the Gothic revival movement. Key rooms in the house are the King's Room and Priest Hole which reflect both the rise and fall of the family. The most striking area outdoors is the French Parterre, designed in the 19th Century, however the wider estate includes woodland and additional gardens.

Oxburgh Hall was given to The National Trust by Sybil, Dowager Lady Bedingfeld, Mrs Greathead (Lady Sybil's daughter) and Violet Hartcup (Lady Sybil's niece). The hall had been sold at auction but was saved from being demolished by the efforts of these three ladies. The women of Oxburgh Hall have had a huge impact on its fortunes throughout its history. The current Baronet is Sir Henry (10th Baronet) who still resides in the south-east corner of the Hall.

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