



## Volunteer Role Description

### Garden Guide

---

#### What is a Garden Guide?

A Garden Guide is a friendly face providing a warm welcome to all American Museum & Gardens visitors. They take great pleasure in sharing information about the gardens and the wider estate, whether it's for individuals or groups, and they are happy to lead regular tours around the gardens. They also keep an eye on any wear and tear in the garden and look out for any issues or safety hazards that may arise.

#### What's in it for you?

- Becoming part of a small, friendly, and dedicated team.
- Making new friends.
- Improving your communication skills.
- Enjoying the great outdoors and learning something new every day.
- Learning about the American Museum & Gardens, the history of Claverton Manor, and the exciting New American Garden and restored Mount Vernon Garden

#### What's involved?

- Providing a warm, friendly welcome to all visitors as the public face of the Museum.
- Learning about everything that is on offer at the Museum so you can answer any questions and assist/encourage visitors to make the best of their day.
- Moving around the Garden, talking to visitors about it and asking and answering questions.
- Giving introductory talks about the garden for visitors.
- Keeping in touch with the garden team so you're aware of what they are doing on a day-to-day basis and which projects are happening
- Knowing the visitor route and being aware of any potential risks; for children and people with disabilities in particular.
- Keeping an eye on any areas of the garden that might be suffering wear and tear and reporting to the garden team.
- Becoming familiar with and following the Museum'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...**have an enthusiastic and friendly manner, enjoy meeting people, being outdoors, and like working as part of a team. An interest in gardens/gardening would be useful, but is not essential. However, you need to be keen to learn and able to talk to a wide range of people.

## **Extra information**

**Time commitment** At least 2 days per month, volunteering between 11am and 4pm. The Gardens are open daily Tuesday to Sunday and on Mondays in August and at Bank Holidays. There may be the occasional private tour outside of these hours.

**Volunteers Manager** Helen Garrett  
Tel 01225 820868  
Email [volunteering@americanmuseum.org](mailto:volunteering@americanmuseum.org)

**Wear/ bring** Suitable outdoor clothing and stout footwear.  
Packed lunch.

**Training/Resources** All training will be provided.

**Expenses** Out-of-pocket travel costs between home and volunteering place will be paid up to a maximum of £9 per session.

## **About the American Museum**

The Museum was founded in 1961 and with its remarkable collection of folk and decorative arts it shows the diverse and complex nature of American traditions. The only museum of Americana outside the United States, it was founded to bring American history and cultures to the people of Britain and Europe.

## **About the Gardens**

It is an exciting time to be a part of the Garden Team at the American Museum. Our New American Garden, designed by landscape architects Oehme, Van Sweden, is a cutting-edge scheme featuring over 12,000 plants arranged in an innovative, low maintenance, prairie-style in sweeping beds set around a fully accessible 'winding way'. We have also updated our George Washington Upper Garden which features a new layout and an authentic octagonal seed house and gives visitors a unique insight into early colonial gardening in America.

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