

## THANK A VOLUNTEER

HASS, English

It takes a lot of work – and a lot of people – to run a museum.

Some of the tasks that need to be done include:

- Recording information about objects, photos or documents in the collection (eg. transcribing hand written documents into a computer to make them easier to find and understand).
- Protecting the collection (eg. from light, dust, moisture or insects).
- Restoring damaged items (eg. cleaning them if they are affected by mould).
- Maintaining the buildings in which the collection is kept and the grounds around them.
- Sharing stories about the collection with visitors (or online).
- Creating, updating or maintaining the displays.

Some people get paid to look after history collections. However, in many cases, this essential work gets done by volunteers and without their dedication and hard work the museums simply wouldn't exist.

### BEFORE YOUR VISIT

Make a list of any questions you might want to ask a museum volunteer.

You can complete the attached 'Volunteers at Work' matching activity, either before or after your museum visit.

### DURING YOUR VISIT

When you see people working at the museum, take note of what they are doing. If you have an opportunity to talk to them, ask them the questions you came up with.

Think about what other 'behind the scenes' work might have been done by volunteers.

### AFTER YOUR VISIT

Write a letter to our museum volunteers, thanking them for their work.

Here are some ideas for what you could include in your letter:

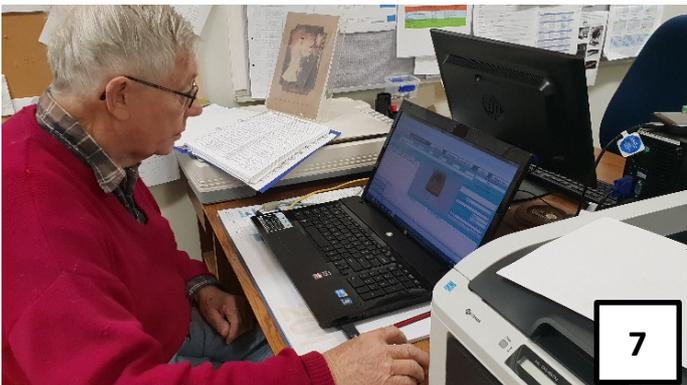
- Explain when you went to the museum and why.
- What was the most interesting, surprising or informative thing you saw there.
- What you noticed about the museum – eg. Was it clean? Where the labels informative? Did you do any activities there? Were the people friendly?
- Why you appreciate the effort of people who work at the museum.

You can email your letters to [Toodyay.Museums@toodyay.wa.gov.au](mailto:Toodyay.Museums@toodyay.wa.gov.au) or send them by post to  
Museum Volunteers  
C/o Curator  
Shire of Toodyay  
PO Box 96 TOODYAY WA 6566

We promise to pass on all you mail to the volunteers!

## VOLUNTEERS AT WORK

What are these people doing?



**Match the photos of museum volunteers to the caption explaining what work they do.**

PHOTO NUMBER

Phil, making a special support for a pram missing one wheel, so it can be displayed safely.

Barry, working behind the scenes on a stocktake of museum artefacts which includes artworks, objects and archives. Barry is updating the database on their location.

Beth, caring for the stored framed artefacts by carefully dusting them.

Peter, supervising and assisting at a school holiday program, 'Tile Mosaics'.

Rebecca, undertaking a condition assessment of the textile collection. She is taking high resolution photographs and writing a detailed report on each garment

Geoff, carrying out preventative conservation on farming equipment. He is cleaning and oiling the metal components to reduce rusting.

Michelle, greeting visitors to the museum. She welcomes visitors, explains what there is to see at the museum precinct and answers their questions.

Taia and Elvi, helping change over one of the museum displays.