



THE
CHESTER HOUSE
ESTATE

Title of role	Archaeological Archive Volunteer
Project name	Northamptonshire Archaeological Resource Centre: Cataloguing and Re-boxing of Archaeological Material.
Main objectives	<p>The new Northamptonshire Archaeological Resource Centre (ARC) will hold over 20,000 boxes of archaeological material and associated paper records from over 3,000 archaeological sites within the county. The majority of the objects in our archives date from the Neolithic (4000 BC) period through to the 19th century, though we do also have earlier Palaeolithic and Mesolithic material.</p> <p>Currently these archives are almost entirely uncatalogued. They have been previously stored for many years in unsuitable conditions.</p> <p>We are looking for a team of volunteers to help with the re-packaging and cataloguing of these archives. This will greatly improve the accessibility of our collections and their level of care to ensure they are useable for researchers and future generations – the journey of rediscovery.</p>

Volunteer Role Profile

If you are interested in this role, please contact

Denise Horn denise@rnrp.org





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	<p>Volunteers will be given a chance to handle real archaeological objects and develop their knowledge about them and their curation.</p>
<p>Tasks and activities</p>	<p>Typical daily tasks:</p> <ul style="list-style-type: none">• Re-boxing, bagging and labelling of archaeological finds and associated documentary archives. Re-boxing allows for restorations of materials.• Washing of archaeological material.• Ensuring all archaeological materials are restored and kept under strict environmental controls.• Cataloguing of archaeological material on excel spreadsheets to be imported into the ARC Database system – eventually allowing for online access. <p>The ARC has a range of other areas which volunteers may also be able to work on including:</p> <ul style="list-style-type: none">• Assisting with finds handling events for the members of the public to engage them with the material within the archive.• Helping with tours of the ARC building for the public.

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	<ul style="list-style-type: none">• Selecting and researching objects for our website blog and social media channels.• Supporting the development of displays of recently excavated material.
Reporting to	Ben Donnelly-Symes (Archaeological Archive Curator) 07912 891699 bdonnelly-symes@northamptonshire.gov.uk (Email address will change from 1 st April)
Location	Northamptonshire Archaeological Resource Centre Chester House Estate Higham Road, Irchester, NN29 7EZ (off the A45 just before Rushden exit 16 east-bound)
Work hours	Flexible. Half Day or full day between 10am and 4pm. Both weekday and weekend sessions will be available
Skills/attributes/experience desired	<ul style="list-style-type: none">• An interest and enthusiasm for archaeology and/or history.• A lot of the archives are quite dusty or muddy so a willingness to get your hands dirty.• A high attention to detail for labelling objects, boxes and finds bags.

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	<ul style="list-style-type: none">• Willingness to undertake sometimes repetitive tasks. <p>Some prior experience with archaeology (excavation, fieldwalking, geophysics, research etc.) is useful but not at all required.</p>
Are references required for this role?	No
Is a DBS required for this role?	No
Training provided?	<p>Volunteers will be trained how to handle and re-pack archaeological material by Northamptonshire ARC staff.</p> <p>Manual Handling Training can be provided if required for certain tasks.</p>
Any other relevant information	<ul style="list-style-type: none">• PPE including gloves and masks will be provided by the ARC team for any tasks where it is required.• There is on-site parking for all visitors• A volunteer hub/centre will allow all volunteers to meet and enjoy hot drinks when they are taking a break <p>Further information for volunteers can also be accessed within the designated volunteer centre.</p>

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