



# Volunteers Pack Bexley Heritage Trust



## **Why Volunteer at Bexley Heritage Trust?**

### **Benefits:**

- A fun and rewarding way to spend your spare time and contribute to your community
- Gain new knowledge and skills
- Join a friendly team and meet a wide range of people with similar interests
- Spend time in beautiful historic buildings and award winning gardens
- A discount in the shop
- At least two social events every year

All help is appreciated, however little time you can spare there is some way to contribute with no experience required!

This pack will tell you all the ways that you can get involved. If you feel you would like to volunteer please complete and return the application form enclosed to:

Bexley Heritage Trust  
Hall Place  
Bourne Road  
Bexley  
DA5 1PQ

We will then arrange an informal meeting with the relevant department



### **Hall Place:**

Hall Place is a beautiful Tudor mansion with 500 years of history to explore. It also houses the Bexley Museum Collection. Galleries on the upper floors display collections including costume, furniture, archaeology and social history.

### **Danson House:**

Danson House is a stunning Georgian villa built in 1766 for John Boyd. Renowned for its restored interiors and beautiful Palladian design it is a wonderful example of classical architecture.



### ***How can you help?***

**Volunteer Room Stewards** provide interesting information to visitors and help look after the house and collections. You will learn about the history of the house and collections and perhaps even become part of our team of knowledgeable volunteer tour guides.

Volunteers are needed for morning and afternoon shifts seven days a week at Hall Place, and Sundays, Thursdays, Wednesdays, Tuesdays and Bank Holiday Mondays at Danson between April and October. Time commitment varies from volunteer to volunteer from once every couple of months to several times a week.



### **The Gardens:**

Hall Place has around 35 acres of award winning historic gardens. These include ornamental gardens, kitchen gardens, topiary and rose gardens.

### ***How can you help?***

**Garden Volunteers** are vital to the success of our gardens. With routine maintenance and development projects there are always plenty of activities to get involved in. If you have an interest in gardening and can offer practical help this is a great way to learn new skills and meet a wide variety of people.

### **The Tearooms:**

Hall Place and Danson House run busy tearooms with a reputation for quality which is an important part of our visitor experience.



### ***How can you help?***

**Tearoom Volunteers** are needed at both houses to help with waitressing, clearing tables and taking orders.

## **Education:**

Bexley Heritage Trust has a thriving Education department which runs sessions for schools as well as family activities throughout the year. We also have a new interactive gallery at Hall Place, which brings to life the Tudor history of the house and estate.



### ***How can you help?***

**Education Assistants** are needed on events days and to steward the interactive gallery at Hall Place. At Danson House we are looking for volunteers with teaching experience who could help inspire and inform our youngest visitors as part of our Education programme. Enjoy teaching on a casual basis, learn about the house and meet new people.



## **Curatorial:**

The Bexley Heritage Trust Curatorial team care for Danson House and Hall Place as well as a museum collection of over 30,000 objects ranging from archaeology to costume and fine art.

### ***How can you help?***

**Museum Documentation Volunteers** with a special interest in museum work are needed to help with cataloguing and inventory projects. This is a great opportunity for anyone looking to get experience within the museum world.

## Bexley Heritage Trust Volunteer Record Sheet

*Please complete in full. All personal details will remain confidential.*

Title: (Mr/Mrs/Ms/Other).....  
Full Name:.....  
Address:.....  
.....  
.....  
Postcode:.....  
Contact telephone number (1):.....  
(2).....  
Email address:.....

Do you have any medical conditions or disabilities that could affect you when volunteering? Please make us aware so that we can do our best to accommodate your needs.

.....  
.....  
.....

### **Next of Kin**

Please supply details of 2 people to be contacted in case of emergency or illness whilst at Hall Place or Danson House.

1. Name:.....  
Relationship to you:.....  
Contact telephone number (1):.....  
(2).....  
2. Name:.....  
Relationship to you:.....  
Contact telephone number (1):.....  
(2).....

**Have you previously volunteered in another organisation?**

Yes  No

If yes please give brief details of your duties:.....

.....  
.....  
.....

**Are you currently volunteering elsewhere?**

Yes  No

If yes, please give details:.....

.....  
.....

**How do you feel you could contribute to Bexley Heritage Trust by becoming a volunteer?**

.....  
.....  
.....

**Please give details of any relevant life skills, hobbies or interests:**

.....  
.....

**I would like to be involved in:**

Stewarding Danson

Stewarding Hall Place

Danson House Tearoom

Hall Place Tearoom

Curatorial

Gardens

Education

I confirm that to the best of my knowledge the above details are correct.

Signed:.....Date:.....

*To be completed and returned to: The Volunteer Co-ordinator  
c/o Hall Place, Bourne Road, Bexley DA5 1PQ*

### Hall Place Opening Times

**Historic House:** last admission 30 minutes before closing

	<b>1 Jan – 31 Mar</b> (Closed Mon & Tues)	<b>1 Apr – 31 Oct</b>	<b>1 Nov – 31 Dec</b> (Closed Sun & Mon in December)
<b>Mon – Sat :</b>	10am - 4pm	10am – 4.45pm	10am - 4pm
<b>Sun and Bank hols:</b>	11am -4pm	11am -4.45pm	11am -4pm

**Visitor Centre:**

	<b>1 Jan – 31 Mar</b>	<b>1 Apr – 31 Oct</b>	<b>1 Nov – 31 Dec</b>
<b>Mon – Sat :</b>	10am - 4.15pm	10am - 5pm	10am - 4.15pm
<b>Sun and Bank hols:</b>	11am – 4.15pm	11am - 5pm	11am 4.15pm

**Gardens:** Open throughout the year from 9am till dusk.

Admission to the house and gardens is free, although charges apply on special event days.

### How to get to Hall Place

**Hall Place and Gardens, Bourne Road. Bexley Kent. DA5 1PQ**

By Road: Hall Place is located at the Black Prince interchange of the A2, 5 miles from junction 2 on the M25 towards London.

By Bus: 229, 492, B15 and 132

By Train: Bexley

### Danson House Opening Times

**House and Gardens:** last admission at 4.15

1<sup>st</sup> April – 31<sup>st</sup> October:                      Wednesdays, Thursdays , Sundays and Bank holiday  
Mondays

Additionally Tuesdays in June July and August.

11am -5pm

Admission: Adults £6, Concessions £5, Accompanied children in family groups free, English Heritage members £4.50

### How to get to Danson House

**Danson Park, Danson Road Bexley, Kent DA6 8HL**

By Road: from the Danson interchange of the A2 via A221 or A207

By Bus: B13, 89,96 or B14

By train: 15 minutes walk from Bexleyheath station