**Conservation Volunteer: Local Studies and Borough Archives collections**

## Summary:

 The Amelia offers an integrated local studies centre which offers users access to a single resource for studying all aspects of the story of Tunbridge Wells and the High Weald. This volunteer role will help us improve the long-term preservation of collections, whilst developing new skills, making new friends and uncovering hidden histories.

The work currently involves surface cleaning and rehousing of archival books. However, will soon be progressing onto maps and plans.

The Local Studies collection includes images, maps, plans and, ephemera, books and pamphlets, and bound volumes of local periodicals and newspapers. There are prints, photographs, postcards and architectural plans illustrating local places, events and people from the town and the surrounding rural areas.

The Borough Archives hold a comprehensive collection of minute books, press cutting albums and other documents covering the complete history of local government in Tunbridge Wells from the Local Board of 1835, through incorporation as a borough in 1889 to the present day. The collection also contains records from Cranbrook and Tonbridge Rural District Councils which were incorporated in the present borough in 1974, and from local societies, churches, businesses and other organisations.

#### Role Requirements:

Following induction and training, volunteers can begin working on this project immediately. The project runs every Wednesday, with two sessions to choose from: 10am-1pm or 2pm-5pm. About the Opportunity:

As a Volunteer Student Researcher, you'll have the chance to work closely with our team, gaining hands-on experience in conducting research and making meaningful contributions to our organization. Whether you're interested in social sciences, environmental studies, technology, or any other field, we can work with you to develop an exciting project that fits your interest.

You will also receive the opportunity to handle and work with museum and archival objects, behind the scenes.

#### What the role offers:

#### Learning how to create acid free book jackets, and rehouse volumes within the Archive.

#### Learning how to surface-clean volumes and documents.

#### Writing conservation condition reports for volumes and documents.

#### Opportunities to collaborate with staff at The Amelia to encourage more people to think about local history, the collections, and our local archives

#### Time Commitment

* Flexible duration, depending on your availability and project requirements.

**NB Full support and training will be given. No previous heritage sector experience is necessary.**