

Volunteering Opportunities

Te Awamutu Museum

- **Sewing Projects** – sewing padded coat hangers and garment dust covers.
- **Archive Support** – archive transcription, sorting and describing archival material, data entry, researching archives, scanning archives or photographic material to make digital copies.

Cambridge Museum

- **Family History Indexing** – typing family facts and figures from index cards into a spreadsheet.
- **Digitising** – scanning items, writing metadata and search engine friendly descriptions in spreadsheets, then uploading them to Digital NZ and eHive.
- **Customer Experience** – support staff with delivering visitor experiences during the school breaks and summer holidays.

Pirongia Heritage and Information Centre

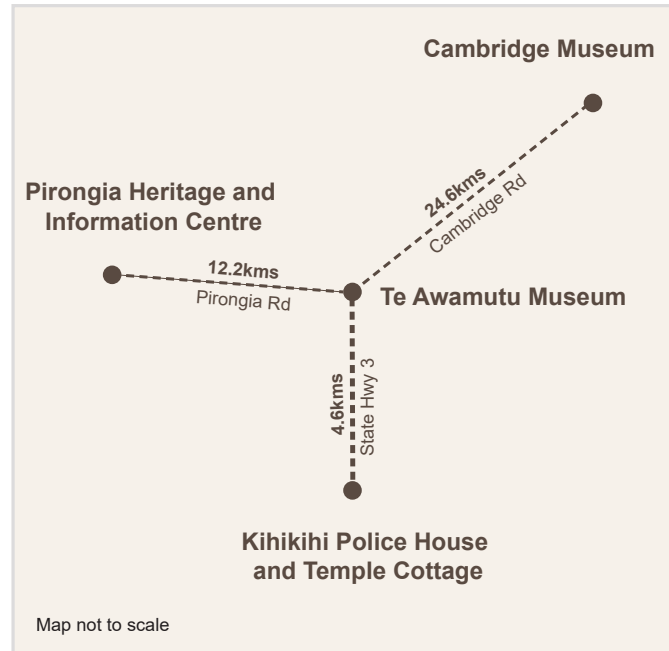
- **Customer Experience** – meet and greet visitors, show them around the facility and assist with family history requests.
- **Archive Support** – sorting and describing archival material, data entry, researching archives, scanning archives or photographic material to make digital copies.

Kihikihi Police House and Temple Cottage Trust

- **Customer Experience and Committee Support** – meet and greet visitors and show them around the facility, attend committee meetings and follow up with visitor enquiries.
- **Collections Keeper Support** – help create displays and associated descriptions. Assist with the ongoing search for new collection material.

If you are interested in any of these opportunities please contact the relevant facility for further information.

Waipā Heritage Experience Sites



Te Awamutu Museum – 55 Rickit Road Te Awamutu
Contact: The Museum Administrator
Ph: 07 872 0085
Email: museum@waipadc.govt.nz

Cambridge Museum – 24 Victoria Street Cambridge
Contact: The Museum Administrator
Ph: 07 827 3319
Email: admin@cambridgemuseum.org.nz

Pirongia Heritage and Information Centre
798 Franklin Street Pirongia
Contact: The Centre Administrator
Ph: 07 871 9018
Email: pirongiahvc@xtra.co.nz

Kihikihi Police House and Temple Cottage Trust
20 Lyon Street Kihikihi
Contact: The Secretary
Ph: 07 871 3685
Email: templepolice2019@gmail.com

Waipā Heritage Volunteering

“The more I give, the more it gives back. As a museum volunteer I feel extremely privileged to be surrounded by our unique local history, gaining a greater understanding and appreciation of the place I call home.”

Leigh, Cambridge Museum Volunteer and Service IQ Student, 2024

Supported by

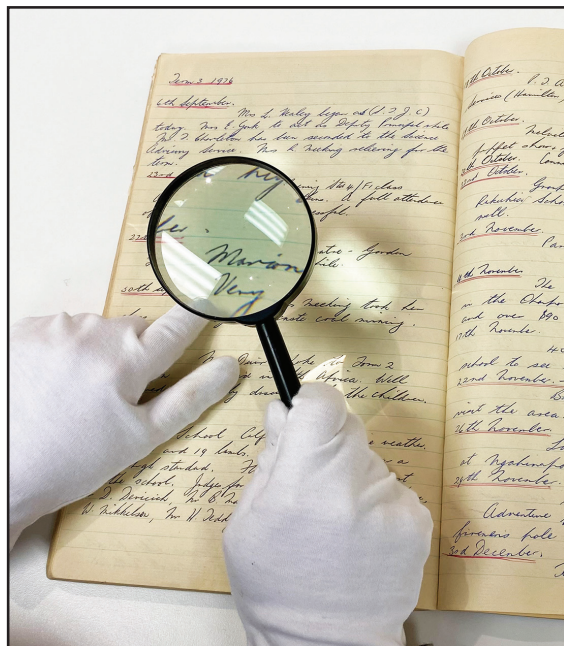


DISTRICT COUNCIL Map courtesy of Te Awamutu Museum collection (M182)

Are you looking for ways to:

- Increase your mental agility, meet people and make connections - enhance your wellbeing?
- Gain experience and skills – enhance your CV and portfolio by learning new things?
- Have fun – immerse yourself in fascinating topics, stories and exhibits, and discover new things every day about the area you live in?
- Give back to your community – make a difference by helping to care for and share Waipā's unique heritage?

Waipā Heritage Facilities are looking for volunteers to help with the work they do taking care of our precious heritage, and making it publically accessible to our community and visitors.



Frequently asked questions

Can anyone volunteer?

Anyone over the age of 16 can volunteer in the heritage facilities.

What skills will I need to become a volunteer?

You won't need any specific skills to become a volunteer. However, customer service, cataloguing/archiving, word processing, a love of history and passion for museums will help you out.

Will I need an in-depth knowledge of the history of Waipā?

Training will be provided which will include where to refer visitors for more information. However, a love of history would be an advantage.

How much time will I have to give?

As much time as you want to. Most of our volunteers work around two to three hours per week, based on the project.

What tasks will I be asked to do?

Waipā Heritage Facilities have several different types of tasks we are seeking volunteers for. You will be asked to do a task that best fits your interests.

What training will I receive?

You will receive an induction session and we will provide all the training that you need.

Do I have to be onsite to complete projects?

Not all projects have to be completed at the facility. Some projects such as sewing and archive transcription can be done at home. You will need to come to the facility for an interview and induction/briefing.

Is there a volunteer application process?

We have volunteer application forms, and we would like to have a chat with you in person. There is also an agreement that we will ask you to sign.

Volunteer Skills & Interests

Our archives are filled with family stories, photographs and important documents. We would love your help to make them more accessible to our community and researchers.

Archive support projects	Ideal skills & interests
<ul style="list-style-type: none"> - Family history indexing - Digitising (scanning records) - Entering data - Researching archives - Sorting and describing archival material. 	<p>Skills</p> <ul style="list-style-type: none"> - Organising and sorting information - Typing/data entry - Ability to read cursive handwriting - Working independently <p>Interests</p> <ul style="list-style-type: none"> - Local history - Genealogy - Research/Indexing

We run education, public programmes and events designed to engage with our communities of all ages.

Customer support projects	Ideal skills & interests
<ul style="list-style-type: none"> - Customer experience 	<p>Skills</p> <ul style="list-style-type: none"> - Customer Service - Event stewarding - Working independently - Helping people engage and learn <p>Interests</p> <ul style="list-style-type: none"> - Arts and crafts - Organising events

We strive to ensure our precious collections objects and taonga are cared for appropriately.

Sewing projects	Ideal skills & interests
<ul style="list-style-type: none"> - Textile protection 	<p>Skills</p> <ul style="list-style-type: none"> - Good sewing skills - Ability to work from a simple pattern & instructions <p>Interests</p> <ul style="list-style-type: none"> - Textiles - Local history