



ORAL HISTORY & ARCHIVE RESEARCH VOLUNTEER ROLE DESCRIPTION

ROLE PURPOSE

We're looking for volunteers to research and record oral histories of people who have memories of Barking Creek's rich industrial history, as well as undergoing training to use local heritage archives.

The Barking Stink, our new heritage project, will be a scented history of the hugely varied industrial history of the Barking Creek area, little known to residents and Londoners alike.

Areas in London, such as Barking, are changing rapidly beyond recognition. Your role will help to capture memories of this area of London's industrial heritage before they are lost, through researching archives and recording oral histories and personal stories. You will be a key part of *The Barking Stink* project and your research will feed into the creation of animated films, exhibitions, schools resources and talks, as well as online archives that the public can access.

ROLE DESCRIPTIONS

Volunteers will be involved in interviewing and recording oral testimonies of people involved with and who have memories of Barking Creek's rich industrial history, as well as researching the history of the area and the accompanying smells to inform *The Barking Stink* project.

Archive research volunteers will be given training in working with heritage archives and researching by Karen Rushton, Archivist at Valence House Museum. This will include guidance on how to digitise and catalogue images.

Oral history volunteers will be given oral history training by heritage consultant, Jen Kavanagh. This will include guidance on how to use the recording equipment, how to prepare for an oral history interview, and information on the consent documentation that interviewees need to complete. Following this, volunteers will be given the opportunity to record at least two oral histories. These will be conducted in pairs, with one lead interviewer, and one volunteer recording the interview.

To help prepare for the interviews, volunteers will be asked to conduct research into the history of Barking Creek's industrial history through exploring local archive collections. Volunteers will be giving introductions to each archive by the local archivist, or by the project manager.

All volunteers will be required to attend a half-day introduction and training. You will be offered dates for this after the application process.

ROLE SUPERVISION

Volunteers will report and be supported by the Project Manager Nikki Shaill at Thames Festival Trust, and to heritage consultant Jen Kavanagh and Valence House Museum staff.

WHERE

Archive and research will take place mainly in the Barking and Dagenham area, at Valence House Museum. Oral history training and interviewing activities will take place across London.

WHEN

- **Introduction and training day:** All volunteers must attend a training day, dates will be confirmed after you apply
- Archive inductions, oral history training and archive research sessions – To take place various weekdays from the start of April to mid-May, including Tuesday mornings preferably
- Oral history interview sessions– between May and June
- Volunteer sharing session – half-day session in July
- Additional volunteering opportunities (optional) – throughout September and October
- Volunteer Thank You event and Evaluation session - October

REQUIREMENTS

Volunteers must be over 18 years old. If possible, previous experience conducting oral history recordings or in archive research could be helpful, but is not necessary as training will be given. All volunteers will be required to attend all training sessions and be able to travel to Valence House Museum in Barking & Dagenham for regular research dates and across London for the recordings themselves. Availability on weekdays (between 10am and 4pm) is important to this role. We expect volunteers to give around 6 days of their time between recruitment and July.

OUR COMMITMENT TO YOU

- We will offer training for all oral history and archive research volunteers, and co-ordinate all interviews, equipment and events
- We will provide support throughout the project and keep you informed of project progress
- We will provide opportunities for you to share your work with other volunteers
- We will reimburse the volunteer for expenses for travel and lunch (up to £12 per day)

YOUR COMMITMENT TO US

We expect volunteers to be able to do at least two oral history recordings and attend all training sessions as part of the project. We also require oral history volunteers to do at least 2 days of some archive research before their oral history interview, and to submit any findings by mid-June.

Through participating, volunteers will:

- Learn new skills in archive research
- Learn new skills in oral history interviewing and best practice
- Meet other volunteers and work as part of a team
- Have a chance to meet and interview people who have an extensive knowledge of Barking Creek's industrial history
- Contribute to the permanent documenting of this important history

Please note: We are recruiting volunteers for this project on a rolling basis. We are still looking for more people to join our Volunteer Research & Oral History team. If you are free to volunteer around 6 days on Tuesdays, Thursdays and / or Fridays (10am-4pm, flexible hours) from now until the end of May, please get in touch! The sooner you get in touch and apply, the sooner we can train you to be part of The Barking Stink