

## Interesting and Exciting Volunteer Opportunity for a temporary Mapping Assistant (Travel Expenses paid)



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The Board of Conservators agreed in October 2017 that the Award Maps of 1872 illustrate a definite scaled Forest boundary and whilst they may be subject to some distortion through age and scale, they would hence forward be referred to as the official Forest boundary map and consideration given to digitalisation, copying and storage. We are now looking for someone to help us with this important piece of work.

The main duties and responsibilities will be:

- To liaise with a specialist company to copy maps and present in a digital format
- To liaise and work with East Sussex County Council (landowners) to deliver project
- To liaise with The Keep (Sussex Records Office) re. long term archiving
- To investigate safe and secure storage options for the Conservators

And you will need:

- Excellent IT skills including Microsoft Office packages
- A geography/ surveying background
- Experience/knowledge of archiving historical documents
- Experience/knowledge of digitalising historical documents
- An interest/background in Conservation
- Project management experience
- Be highly motivated and able to work both on own and as part of a team
- Excellent communication skills
- Excellent attention to detail
- An understanding of Health and Safety at Work
- A full driving licence and use of own vehicle

If you think you could help, we would love to welcome you to the team! Email Pat or Kirsty:

[pat@ashdownforest.org](mailto:pat@ashdownforest.org)

[kirstydirs@ashdownforest.org](mailto:kirstydirs@ashdownforest.org)