



Digital Heritage Initiative Research Project: “Past to Page”

Social Media Volunteer Project Brief

Project Overview

The Bradford Police Museum’s volunteer-led social media project – Digital Heritage Initiatives - is focused on growing and engaging our social media audience through creative content. This wider project is made up of 4 smaller projects; “Reel Histories”, “Past to Page”, “Heritage in Design”, and “Heritage in Action”.

The aim of this project is to produce one researched, 400-word long-form article each month for publication on the museum’s website and in the newsletter. Each piece will explore a topic connected to the museum’s collection, with flexibility for volunteers to choose a subject that aligns with their interests. Articles may be inspired by objects or stories within the collection, relevant public holidays or commemorations (such as International Women’s Day or Remembrance Day), local or regional heritage festivals (including Bradford Heritage Festival or Bradford Literature Festival), or specific events taking place at the museum (such as the Crime Festival or Trial by Jury events).

This approach encourages creativity while ensuring all content remains rooted in the museum’s themes and collections. The project offers volunteers the opportunity to develop their research and writing skills for public engagement, while also strengthening the museum’s online presence and digital archive.

This project is designed for one individual, but there is an option for two or three volunteers to work together or take turns to produce a piece of work.

Time Commitment

Around 3 to 4 hours per month. This would include time for research, drafting and light editing. This may include a research visit to the museum in conjunction with one of the Curatorial Sessions on a Wednesday.

All dates and times must be agreed in advance with the Museum Manager and added to the volunteer matrix.

Project Objectives

As a volunteer, you will:

- Write one 400-word (minimum) article.
- Submit by the last Wednesday of each month, for publication the following month (e.g your March submission would be for April's publication)

Project Structure

Topics should be connected to the museum's collection or themes and may also link to relevant public holidays or commemorations, local or regional heritage festivals, or events taking place at the museum.

Volunteers are welcome to take ownership of their chosen topic and shape their research around an area of interest, provided it:

- Relates clearly to the museum's collection or themes
- Connects to a relevant event, commemoration, or festival taking place at that time
- Aligns with the museum's values and audience focus

All topics should be agreed with the Museum Manager before research and writing begins.

Examples of previous articles will be provided for guidance on tone, structure, and style.

Content Requirements

Each article should:

- Be approximately 400 words
- Be historically accurate and appropriately referenced
- Tell a clear, engaging story
- Be accessible to a general audience
- Avoid overly academic language
- Reflect the museum's respectful and professional tone

The piece should aim to:

- Educate
- Spark curiosity
- Highlight the relevance of local policing history

- Encourage readers to visit or engage further

Content Submission Deadline: Last Wednesday of each month (exact date to be confirmed on a monthly basis)

- Following submission, the Museum Manager will review outcomes and provide feedback before moving to a new piece of work.

Who This Project Is For

This role would suit a volunteer who:

- Enjoys research and writing
- Is confident interpreting historical material
- Can work independently and meet deadlines
- Has strong written communication skills
- Is interested in heritage storytelling
- Experience in research, journalism, history, archives or blogging would be helpful but is not essential.

Contact & Support

- Initial meeting with Museum Manager upon starting the role (in person or online).
- Monthly 20-minute check-in (in person or online).
- Access to research databases such as Findmypast.com and British Newspaper Archive
- Draft reviewed by Museum Manager before publication.

Important Notes

- This is a structured project with a defined deadline.
- Any museum visits must be pre-agreed and added to the volunteer matrix.
- All content must align with museum values and be approved before publishing.