

PARTICIPATION VOLUNTEER

Role Description

Purpose of the opportunity:

To support and assist the project leaders and participants on various projects. This could be working one-to-one with a participant, helping a workshop leader to deliver a workshop, supporting a project with Front of House or helping with administration.

Supported by: The Project Leader (to be confirmed at start of the project) and the Participation Manager

Example activities of our Participation project volunteers:

- To arrive on time at the project venue ready to help at the time agreed with the project leader.
- To ensure you are briefed with all the relevant information to perform your role within the workshop or event: if you are unsure to seek further guidance from Project Leader or Participation Manager.
- To perform the agreed volunteering duties to the best of your ability.
- To follow the lead of the workshop leader, supporting them.
- To feedback to the project leader on any matters arising within the workshop or event that effect its outcome of could improve the project for the benefit of participants.
- If working with children, signing up to Jacksons' Lane Child Protection Policy.
- If working with children, working in accordance with Jacksons' Lane Child Protection policy.
- If working in a partner venue, being aware of and following their policies.
- Assisting the project leader or participation manager in completing evaluations and monitoring forms.

Skills and Knowledge:

- Willingness to try new things
- Willingness to work as part of a team
- Willingness to undergo a DBS check should it be needed for the project
- Some relevant experience or skill that will benefit the project
- Good diary and time keeping
- Good level of communication skills.

Minimum Number of Hours: Required hours for Jacksons Lane Participation department projects vary per project. Required hours can be agreed in advance. Shift times and lengths vary.

Location: Variable depending on project. This will be confirmed in advance.

Benefits to you:

- The opportunity to give something to the community and work with a variety of groups.
- The chance to gain new skills for your CV.
- The opportunity to see innovative and exciting theatre, music and dance for free.
- Good experience for anyone looking to work in the arts or broaden employment experience.
- A social networking opportunity – a good chance to meet interesting and friendly local people and make new friends
- Social gatherings organised regularly by Jacksons Lane staff.

Start Date: To be confirmed