

## Task Description

### Standedge Visitor Centre – Volunteer Events Assistant

Role title	Volunteer Events Assistant	
What needs doing:	<p>If you like the waterways, love meeting new people and get excited about sticky backed plastic and glitter glue then why not join our team of events volunteers?</p> <p>As a friendly face and through fun activities you will help engage people with your local waterway.</p> <p>We will keep you up to date with the forthcoming events programme in your chosen area and when available you can help prepare activities and equipment, set up the British Waterways stand, talk to visitors and help deliver children's activities.</p>	
Activity area:	<b>Interpretation and promotion tasks:</b> leading/assisting schools' visits; organizing/running public events incl guided walks/talks; interpretive design/development	✓
	<b>Practical tasks</b> such as hedge-laying, sign installation, litter picking, habitat creation, access improvement, restoration tasks	
	<b>Recording and monitoring tasks</b> such as heritage recording, archaeology, inspections, biodiversity monitoring	
	<b>Customer service tasks</b> such as rangers, assistance at lock flights, management of onsite attractions (information points etc.)	✓
What's in it for the volunteer	<p>You'll get to meet new people and get creative, helping develop new ways to engage people with their local waterways. You will gain experience in organising and running events, and working with children and young people.</p> <p>This role is flexible to suit the needs of our volunteers and as such you can pick and choose the areas of most interest to you, whether that be developing new activities and preparing resources for children's activities or manning an information stand and talking about the local canal. No doubt you'll have ideas that we haven't considered and as such we'd welcome your input.</p>	
Keys skills needed	<p>We are looking for people with an outgoing personality, who work well as part of a team and enjoy talking to the public and inspiring them about canals and our work.</p> <p>You should be able to communicate clearly with people of all ages and show patience as there will be times at events when it gets very busy. Reliability and good time keeping is also important.</p>	
Checks needed (informal interview, CRB, ISA registration, references). Look at guidance on checks	<p>CRB &amp; reference checks for those leading children's activities</p> <p>Informal interview for all</p>	
Training offered (inc. accreditation where applicable)	<p>An induction &amp; site tour will be completed for all volunteers</p> <p>Training will also be offered as appropriate in the following areas;</p> <p>Basic fire, water safety &amp; life saving</p>	

	Working with children			
Ongoing role or time limited?	Ongoing, we are looking for volunteers to assist with preparing or delivering events at least twice per season.			
Ideal time commitment needed?	Most events will be at weekends and bank holidays.			
Task based where?	<i>Place:</i>	Standedge Visitor Centre	<i>Nearest town:</i>	Huddersfield
	<i>Postcode:</i>	HD7 6NQ		
	<i>Waterway:</i>	Huddersfield Narrow Canal		
BW Supervisor (To be promoted on websites)	James Dean		<i>Tel.</i>	01782 785703
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