

CURRENT VOLUNTEERING OPPORTUNITIES

Summer 2024

Trustees	Trustees ideally should have general organisational or business experience but we are looking for people with specific skills and knowledge in Heritage Buildings or Landscape/Nature. However this does not preclude people with the relevant organisational experience from applying
Events volunteer	Needed on an Ad Hoc basis to help at various events. This role is varied, fun and you get the opportunity to meet lots of people. You can be involved in helping to set up equipment etc for the event, serving refreshments, stewarding, checking tickets, helping on stalls, and helping to clear up including litter picking. We need people who are confident, willing to be flexible and, like to get "stuck in". Events are held at various times including weekends, so this role is great for people who are not able to commit on a weekly basis.
Sound & Vision Volunteers (Exhibitions/Tours)	<p>We are looking for a small team of volunteers to become our "Sound and Vision" volunteers to enable visitors to the Samuel Worth Chapel have a great experience.</p> <p>The team will help set up the Chapel with exhibition boards, get the PowerPoint presentation up and running along with the background music. Set out all the tables and chairs and get the Book Stall ready to sell lots of books. Another team (or even the same team) would come back after the tour and take everything down, put it all away so when the cleaners come in, they have a clear chapel ready.</p>
Social Media Volunteer	To promote, develop and maintain our social media presence to maximise our impact and to promote the work we do as widely as possible to the local community.
IT Support Volunteer	<p>A volunteer is needed to:</p> <ul style="list-style-type: none"> Create and update IT user guides Support Business manager update IT systems Develop and amend IT policies, systems and procedures
Stock Taker	To provide an up-to-date list of the number of consumable items both at the Chapel and Gatehouse so stock can be ordered in a timely manner and avoid running out of essential items.
Events - Children's activities	To help at various events throughout the year with children's art and craft activities. To demonstrate the activities to children and encourage them to get involved.

Other roles may be available but the above are being specifically recruited to.

For further information please contact Tracey Harrison-Marr on **07362526848** or by emailing volunteering@gencem.org