



Creative Royston/Royston Arts Festival

Volunteer Role Description

Volunteers will help with the smooth-running of the Festival.
Duties will vary according to the event, volunteer availability and capability

Responsibilities and Duties

Prior to the festival

- Distribution of Festival literature - posters, programmes and fliers
- Promotion of Festival at local events, eg Kite Festival

During the festival

- Help with staffing events and assisting at workshops and exhibitions
- Ensuring equipment is in the right place at the right time
- Helping to maintain public safety and enjoyment of the Festival

What we are looking for

- Flexible approach to tasks, a good team worker
- Good sense of humour
- Interest in supporting your local community
- Initiative and enthusiasm
- Reliability and punctuality

Time Commitment

Flexible, according to individual circumstances

What we can offer you

- An opportunity to get involved with your local community.
- For those serving on the Creative Royston Management Committee, there may be opportunities to increase various administrative, organisational and other skills.
- Reasonable out of pocket expenses where incurred.

What we ask of you

- Carry out your voluntary role to the best of your ability
- Dress and act appropriately in your role
- Meet time commitments and standards agreed
- Support Creative Royston procedures and standards by:
 - being aware of your own health and safety and of that of others
 - respecting others and treating people equally irrespective of age, sex, race, class, economic status, disability, sexual orientation and religious belief