



**appetite**

## Appetite Event Volunteer Information 2018

### About Appetite

Appetite is an arts programme that gets more people from Stoke-on-Trent to experience and be inspired by the arts. We do this by serving up a scrumptious menu jam-packed with top quality events, performances and activities. We put the people of Stoke-on-Trent at the heart of everything we do by finding out what people want and offering lots of ways for people to get involved. We want art to be enjoyed anywhere and everywhere, from our high streets to pubs and parks!

### About our Volunteer Team

Our Event Volunteer Team are at the heart of all of our public facing events. From site set up to being a friendly face for the public, we couldn't do it without them.

In 2018 we're looking for more enthusiastic people to join our Event Team and be part of some amazing events in Stoke-on-Trent.

**Please note, this opportunity is only open to people over 16 years of age.**

### Purpose of the Role:

- To support the delivery of our events in Stoke-on-Trent
- To ensure audiences enjoy their experience in a safe and high quality environment
- To provide information, support and guidance to audiences at the event

### Description of example tasks:

Some of the tasks you could expect to be involved with include:

- Site Décor: help us make our events look great and easy to navigate
- Stewarding: help us keep everyone happy and safe
- Promotions: help us promote our events
- Leaflet distribution: help us get leaflets and brochures distributed effectively
- Front of house: help with ticketing, customer service and making our audiences feel welcome
- Production: help us with the set up and pack down of events
- Evaluation and monitoring: help us get audience feedback

### Desirable knowledge, skills and experience:

- Be over 16 years of age
- Understanding of working with the public at outdoor or indoor events
- Good timekeeper
- Friendly and polite demeanor
- Have initiative and a 'can-do attitude'
- Good problem solver
- Able to work as part of a team
- Strong verbal communication skills
- Willingness to work outdoors
- An interest in the arts

### Benefits of volunteering with Appetite:

#### You will:

- Gain invaluable experience to develop your CV and working in the cultural sector
- Get exclusive behind the scenes experiences of our events
- Meet new people and be part of a friendly and dedicated team
- Learn new skills
- Make a difference to the city
- Have a lot of fun and work with world class artists

#### We will:

- Take care of you whilst volunteering with us. We always provide food to our volunteers when working for more than four hours, we treat you to plenty of cuppas and give you rest breaks during your day
- We endeavour to make all of our events fun for our audience members but we also try to ensure that we enjoy our time working with each other too
- Provide references for volunteers who are dedicated and work to the best of their abilities
- Offer you relevant training for your development in areas such as First Aid and Customer Service
- Host volunteer social events and team building sessions
- Provide you with branded Appetite clothing to wear at our events
- Cover personal travel expenses

### How to Apply:

Please complete and return the **Appetite Event Volunteer Expression of Interest**. Please email this to [askus@appetitestoke.co.uk](mailto:askus@appetitestoke.co.uk).

- If the application is successful, we will invite you to meet us at an informal one to one meeting.
- Depending on the outcome of this meeting and references, you will then be invited to the Event Volunteer Induction.
- After completion of the Induction, a 1 month trial period in the role will be undertaken. After this we will have an opportunity to reflect on your experiences and plan for the future.

Appetite welcomes and encourages applications from people of all backgrounds.

If you have difficulty with the application process and require further assistance, or if you have any questions about the volunteer scheme, please contact us at [askus@appetitestoke.co.uk](mailto:askus@appetitestoke.co.uk).

We look forward to receiving your application,

**Appetite**