

# VOLUNTEERING POST DESCRIPTOR



<b>Title</b>	<b>Outdoor Events Assistant</b> Ref No:
<b>Location</b>	Events run in various locations in East Ayrshire. Transport expenses or assistance will be provided
<b>Age Limits</b>	14+
<b>Dress Code</b>	Sportswear, no football colours. Volunteer T-shirt provided.
<b>Times/ Days</b>	The outdoor events are delivered during seasonal holiday periods (Easter, Summer and October) between the hours of 9.00am – 5.00pm
<b>PVG / Basic Disclosure Required</b>	PVG Children  Regular teaching/instruction and supervising children.
<b>Pre-entry Qualifications Required?</b>	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>If Yes, detail</b>	
<b>Team/ Section providing the opportunity</b>	<b>Play and Early Intervention Team</b> Contact Number: (01563) 576415
<b>Duties and Responsibilities</b>	<p>To assist with the delivery of play based activities at larger outdoor events (e.g. Grounds 4 Play and Play Day) within community settings. This will involve delivering and supervising play equipment/ activities such as den building, water slides, natural crafts and team building.</p> <ul style="list-style-type: none"> <li>• Assist in the delivery of various play activities.</li> <li>• Ensure health and safety guidelines are adhered to</li> <li>• Interact with community groups, families and individuals</li> </ul> <p><b>We ask all volunteers to:</b></p> <ul style="list-style-type: none"> <li>• <b>Have time and enthusiasm for volunteering</b></li> <li>• <b>Understand the need for support and supervision</b></li> <li>• <b>Have the time to undertake ongoing training</b></li> <li>• <b>Be reliable</b></li> </ul>

**East Ayrshire's Vibrant Communities service provides a range of services/support to community groups and individuals across East Ayrshire.**

**The services provided include**

- **External funding**
- **Mobile skate park**
- **Community councils**
- **Work with parents and children**
- **Working with young people**
- **Working with older people**
- **Health information/classes**
- **IT classes**
- **Literacy and numeracy**
- **All ability sports activities and much more**

**The wide range of services provided means we can offer a wide range of volunteering opportunities in a variety of settings and locations.**

**Training:**

**Prior to appointment, all volunteers will be required to undertake mandatory training in the following topics:**

- **Protecting people**
- **Vibrant Communities overview**
- **Customer care and complaint handling**
- **Diversity and equality**

**All of these courses will be undertaken on-line after registration as a Vibrant Communities volunteer is completed.**

**Other Training**

**Induction training will be completed by volunteer supervisor. CPI (Personal safety) and Manual Handling (objects) training will require to be completed within 6 months of appointment.**

**Specific training for this position, Play @ Home and Fun 4 Hire training will also be provided before placement begins.**

**A wide range of further training opportunities are available to all volunteers, both post specific and general**