

Volunteer Role Description:

Community Cinema Supervision & Safety Volunteer

Responsible To:	Stuart Mitchell, Events & Activities Co-ordinator
Location:	The Boswell Centre, 18 Well Road, Auchinleck, KA18 2LA
Time Commitment:	Our Community Cinema evenings take place on Fridays once per month September-March.
Role Description:	<p>The Community Cinema is just one of a range of event & activities ran by ACDI.</p> <p>Screenings take place in the Main Hall of The Boswell Centre with the tiered seating, large screen, audio system and familiar snacks all add to the classic cinema experience.</p> <p>As our audience can often have a large number of children, we would like you help to keep an eye on them so safety issues can be dealt with proactively/promptly and misbehaviour doesn't get out-of-hand.</p>
Main Tasks:	<ul style="list-style-type: none"> • Restricting number of children entering toilet at once • Keeping an eye for bad behaviour and challenging in an assertive manner • Ensuring Track & Trace information is collected on entry • Ensuring no-one leaves the premises when they shouldn't • Not allowing children to leave until their parents have come to collect them <p>Training in all of the above will be provided by a member of staff or a more experienced volunteer.</p>
Required Skills, Qualities & Experience:	<p>Patience, confidence and kindness when dealing with children.</p> <p>Ability to be assertive.</p>
Training & Support Available:	<ul style="list-style-type: none"> • Volunteer induction training carried out by the co-ordinator • Volunteers aged 12-25 can work towards a Saltire Award and we are also happy for us to be used as a volunteering section of a Duke of Edinburgh Award



Auchinleck Community Development Initiative (ACDI)

The Boswell Centre, 18 Well Road, Auchinleck, KA18 2LA

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Any Other Requirements:	Follow policies and procedures contained in the volunteer handbook. Treat our staff, volunteers and service users with respect.
Recruitment Process:	Recruitment process is via application form in the first instance. An interview will be arranged on receipt of application form. References will be required. As this role involves supervising children, a disclosure check will be carried out.
Date role created:	22 nd November 2021

