

Volunteer Role Description:

Events Arts & Crafts Activities Volunteer.

Responsible To:	Stuart Mitchell
Location:	The Boswell Centre, 18 Well Road, Auchinleck, KA18 2LA Events may also take place at The Knowe Garden Centre, which is located behind The Boswell Centre.
Time Commitment:	Time commitment would be as and when there is an Arts and Crafts Event.
Role Description:	Auchinleck Community Development Initiative (ACDI) offer a range of activities, and events aimed at children. This position would be to assist with the Arts and Crafts Activities, during the event as well as the set-up of the materials on the day. An Arts & Crafts Activities Volunteer will assist with the set-up and will be required to interact with the children helping with the delivery of the Arts and Crafts Activities as well as helping the children with the completion of the Craft.
Main Tasks:	<ul style="list-style-type: none"> • Setting-up the materials needed for each Arts and Craft Activity and tidying up the materials at the end of the Event. • The most significant role would be to interact with the children helping with the delivery of the Arts and Crafts Activities as well as helping the children with the completion of the Craft. • Getting feedback from people who attend the group so that we are able to address any issues and make the Crafts easier or more challenging (depending on feedback). • Helping to clear away the Arts and Crafts Materials, cleaning any paint tray/brushes and cleaning the tables. • Training in all of the above will be provided and supervise by The ConneXions Team – Stuart Mitchell, Lyn Herman and Gary Dickson.
Required Skills, Qualities & Experience:	Enthusiastic about working with children and their parents/ carer, or experience in working with children. Patience, Confidence, and Kindness are also key qualities when working with children of all ages. Having a general love and passion for crafting would be useful.



Auchinleck Community Development Initiative (ACDI)

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

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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.
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:	18 th November 2021.

