



Community Action Project

Various volunteering Opportunities

Community Action Partner

The Firestation Centre for Arts and Culture

Aim: The Firestation Centre believe strongly that access to the arts should be available to everybody, and that involvement in the arts can inspire and enrich the lives of individuals and their community. Their mission is to be a champion of creativity, exciting and inspiring, both challenging and inclusive and reaching much further than our four walls. They are dedicated to developing an excellent programme of creative and cultural events, exhibitions, workshops and classes for the development, wellbeing and enjoyment of their users and society at large.

Role:

- Box Office Administration: day to day running of the box office including taking bookings, information and providing assistance to customers.
- Bar Staff: basic bar duties and customer service.
- Ushering: assisting people in and out of the various events that take place within the Arts Centre.
- The street team and marketing assistance: handing out flyers and producing art work and posters for upcoming events.
- Technical/Sound/Lighting/Film Projection: assisting the technical manager in all the various events.

Training: At all times a trained member of management will be working with the volunteer. Full training will be given in all areas whilst on the job, including The Box Office, Bar and Ushering.

Location: Windsor.

Times: Four hour shifts starting at 10am throughout the day until 11pm. There will be various events in the evenings but times will change from week to week.

CRB: A CRB disclosure will not be required via the Community Partner.

Other: This project has accessibility.

Application: All volunteers must be registered as Community Action volunteers. To do so, visit <http://www.rhul.ac.uk/services/volunteering/register.html>

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