



## Community Action Project

Rose Theatre Representative

## Community Action Partner

The Rose Theatre

**Aim:** The Rose Theatre is an inspiration for the people of Kingston and is becoming an international focus for performance and the development of theatre skills.

**Role:** To act as an ambassador for the Rose in a designated section of the catchment area raising awareness of the Rose and what's on, identifying possible group sales, supplying market intelligence to the marketing team and distributing leaflets and posters.

Other duties include:

- To research possible outlets for displaying posters and flyers of Rose events and to seek permission to display from the owners/managers
- To distribute posters and flyers for Rose events to those sites where you have gained permission to do so
- To maintain a database of key social groups in your local area and keep that information up to date by regularly making contact with the individually named contacts
- To assist in keeping the groups contacts up to date with what's on at the Rose and to relay details of any special offers by telephone, royal mail or email
- To attend a monthly meeting at the Rose to share information with other arts ambassadors and be briefed on special events and offers coming up
- To act as an ambassador for the Rose at all times in a professional manner and conduct tours of the Rose or assist with open days or launches, as and when required
- To carry out any other duty that might be deemed relevant to ensure this work is kept up to date and accurate

**Training:** Each successful applicant who will be chosen from reviewing completed application forms will have a one-to-one informal meeting. Assistance and help is given with campaign plans.

**Location:** Local area.

**Times:** Any days and any hours the students choose. It is flexible but we require a minimum of 4 hours a month. We will ask for help at local and university events from time to time.

**CRB:** No CRB disclosure is required.

**Other:** See [www.rosetheatrekingston.org](http://www.rosetheatrekingston.org) for further information and to download an application form. The project is accessible.

The Rose Theatre receives hardly any public funding and relies on box office income, our friends, sponsorship and philanthropic gifts. By helping the marketing department promote the theatre and the shows you will help the Rose bloom.

In return we can offer you:

- Invite to pre-season volunteer events & talks which will provide you with an opportunity to talk to the marketing team
- Invite to volunteer socials

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



Royal Holloway  
University of London