

EVENT VOLUNTEER ROLE PROFILE

OBJECTIVE: As an event volunteer you will support Hedge End Town Council to manage and facilitate community events. The events will be varied throughout the year to support key times such as Remembrance, Christmas and summer fetes. As an event volunteer you will ensure that members of the public are following safety guidelines, providing directions and assistance.

LOCATION: Hedge End

DIRECTLY RESPONSIBLE TO: Town Clerk

ROLE AND RESPONSIBILITIES

- To support the safe running of local events including marshalling and crowd control.
- To greet visitors, provide directions and event information.
- To identify litter problems and to arrange/facilitate removal.
- To ensure all facilities are up to standard and inform event organisers when this is not the case.
- To represent Hedge End Town Council when undertaking an event volunteering role.

PERSONAL ATTRIBUTES

To support you in this volunteering role it would be ideal if you had the following experience and skills but is not essential:

- Friendly and open to converse with a wide range of people.
- Enjoyment at meeting people and being part of a team.
- Ability to remain calm when under pressure.
- Ability to problem solve if the situation arises.
- Be able to work at outdoor events in different weathers.