

Volunteering Opportunity – Events Stewards at Kirkstall Abbey Markets

What is the Activity?

- From late March to the end of November outdoor crafts and produce markets are held at Kirkstall Abbey.

Dates for 2019

Saturday 30 to Sunday 31 March 12pm – 3pm

Saturday 27 to Sunday 28 April 12pm – 3pm

Saturday 25 to Monday 27 May 12pm – 3pm

Saturday 29 June to Sunday 30 July 12pm – 3pm

Saturday 27 to Sunday 28 July 12pm – 3pm

Saturday 31 August to Sunday 1 September 12pm – 3pm

Saturday 28 to Sunday 29 September 12pm – 3pm

Saturday 26 to Sunday 27 October 12pm – 3pm

Saturday 30 November to Sunday 1 December 12pm – 3pm

- These weekend events often require assistance from volunteers.
- We are building up a team of stewards who can be involved in these events on an ad-hoc basis. NB You do not have to commit to volunteering at all markets.

What's in it for you?

- Giving you the opportunity to be involved at a unique heritage site
- Becoming part of a friendly team
- Learning new skills and gaining experience – this may be around craft activities; dealing with the general public; conducting surveys etc.
- Potentially becoming involved with other projects and events.
- Meeting people from all walks of life and making new friends.
- Affording you the rare chance to see and work with Leeds Museums & Galleries.

What's involved?

- Attending relevant training and induction.
- The role may include some or all of the following:
 - Assisting in setting up indoor and outdoor activities; stalls; tables; chairs and any other equipment required on the day – this will entail some lifting and carrying
 - Assisting in clearing up rooms/spaces; stalls; tables; chairs and any other equipment used on the day - this will entail some lifting and carrying
 - Signposting visitors to the various attractions at the site on the day
 - Assisting staff with car parking
 - Assisting in providing information (maps, programmes, flyers) to visitors about any events taking place on the day
 - Assisting with customer satisfaction surveys/questionnaires

The role will suit people who.....are enthusiastic, reliable and trustworthy and have good spoken communication skills. Ideally you will enjoy working in a team and be keen to gain some experience being involved with members of the public. You should be able to work both with and without supervision when required. All volunteers should also be willing to abide by the Council's code of conduct. No qualifications are required as training, where necessary, will be given.

We welcome applications from all sections of the community.

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults.

Location:	Various sites
Time commitment:	Usually for a day at a time on an ad-hoc basis
Day:	Mainly weekends, however some weekdays may be required during holidays.
Duration:	For any of the Kirkstall Abbey Markets in 2019
Expenses:	Out of pocket travel costs between home and your volunteering place will be paid up to the value of £6 per day.
Further info:	For further information contact Sarah Neville, Volunteer Coordinator on sarah.neville@leeds.gov.uk

If you are interested, please complete the application form which you can download from our web page <http://www.leeds.gov.uk/volunteer> and send it by email to: volunteer@leeds.gov.uk or contact Elaine Francis-Truett, Keeper, Abbey House Museum, on 0113 37 84079.



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