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**Event Volunteers**

**Purpose:**

* To assist the YMT Income generating Events that contribute to the upkeep of the Museums, Art Gallery and Gardens

**Duties:**

* To provide a warm welcome to all.
* Checking Tickets
* Donation Bucket & Card Reader Collections
* Wayfinding
* Stewarding

**Person Specification:**

* In sympathy with the YMT’s mission and values.
* Outgoing and approachable personality.
* Must be prepared, alert and able to respond to situations as they arise.
* Able to follow basic instructions.
* Reliable and punctual.
* Able to be on their feet for a large proportion of their time while on shift.
* Familiar with using e-mails.
* Competent with IT and comfortable with using an online rota system.(training provided)
* Happy asking the public for donations through bucket and card reader collections

**Time Commitment:**

* Flexible. Individuals can sign up for shifts as they choose.

**Training: where applicable**

* Mandatory Safeguarding Training (Basic Awareness). Individuals are then required to renew their highest level of training every 3 years.
* Must be conversant with the YMT’s Safeguarding Statement
* Manual Lifting
* Radio Use
* Evacuation
* Training on taking donations from the public

**Supervised by:**

* The Events/Venues Manager.
* The Volunteer Manager