

Volunteer Group Leader

Purpose:

To lead Community Programme Groups, such as Film Clubs, Quiz Nights, etc.

Specific Tasks:

- Working with the Community Development Manager to plan and programme the group.
- Keep records of numbers engaged, talks delivered to and provide a post-event debrief to the Community Development Manager.
- Familiarise yourself with Fire Safety and Evacuation Routes for the meeting location.
- Sign-post group members to other Belmont Community Cinema events and champion The Belmont.

Skills and Qualities:

- An enjoyment of talking to people and engaging the general public.
- A clear and friendly manner.
- Reliability and good timekeeping.
- Ability to plan meetings and engage all group members
- Enthusiasm for volunteering and the ability to represent Belmont Community Cinema Ltd in a positive and effective manner.

Commitment: Variable.

Each group will meet at regular intervals, and the volunteer should be available for the majority of meetings.

Support and Training

You will be given one-to-one guidance and support. During this support, any relevant training that may be required will be identified, and you will be offered suitable training to meet your needs.

Additionally, Belmont Community Cinema Ltd will also work with volunteers to grow and develop their skills in line with their own personal goals.

What's in it for me?

- Develop your customer service and communication skills.
- Gain an insight into how Belmont Community Cinema Ltd works.
- Be part of a supportive team.
- Enhance your CV and gain written references after a minimum of 3 months
- Volunteering

Expectations of Volunteers

- Willingness to abide by Belmont Community Cinema Ltd's Policies
- Willingness to use support systems
- Co-operation with administrative tasks
- Commitment to attend ongoing training.

Location: Various Locations in Aberdeen.