



Generic Events Volunteer Role Description

What this role will entail:

Volunteers in this role will be added to the Events Volunteer Register which is held securely on the Scottish Volleyball database. When a volunteering opportunity arises, an email will be sent out to the Register. This opportunity may involve preparing for, advertising or helping out at an event. If a volunteer is interested, she/he shall email back to let the SVA Staff know that they would like to help.

Why the SVA needs this role:

The SVA runs a programme of regular events for adults and children, enabling us to engage with thousands of people each year. Help is sought for a variety of tasks, all of which contribute to the smooth running of events.

Volunteer tasks may include:

- Engaging with visitors of all ages
- Helping out at events with adults: taking tickets at the door; serving refreshments; stewarding at larger events; requesting feedback, VIP Hostesses, merchandise sellers
- Helping out at events for children: helping to facilitate volleyball matches; stewarding at larger events; requesting feedback
- Setting up and de-rigging event
- Media; taking photos/videos at events once permission has been granted by the participants
- Advertising events: uploading event details online; distributing posters
- Helping out off-site for generic tasks that may come up from time to time
- Helping with scoring, line judging or an officials assistant during the event
- To represent SVA at all times

Skills Required:

- Reliability
- Welcoming, friendly and polite towards visitors
- Willingness to help out with a variety of tasks
- Willingness to support the aims of the event and Scottish Volleyball
- Ability to show initiative

Responsible to:

Volunteer Manager, Special Events Commission

Training and Support:

Training will be provided by the Volunteer Manager pre-event at a time agreeable by both parties