



Volunteer Role Description: Events Assistant

Background

The Community & Events team run and attend a variety of events which raise funds to support the ongoing work of ASSIST, as well as educating the public about the situation of people who have been refused asylum.

Role purpose

To provide support for Community & Events team events

Tasks

- Practical tasks – eg moving equipment and materials, providing refreshments
- Staff a stall, including talking with the public, selling goods, collecting donations, and handing out leaflets
- Represent and be an advocate for the work of ASSIST

What you need to begin the role

- Understanding of, and willingness to work with, diversity and cultural difference
- Basic spoken English
- Friendly and approachable with the general public

If you have lived experience of the asylum system or migration, and do not meet all of these criteria, we encourage you to apply. We can support and train you during the role to gain the necessary skills.

What you can gain from the role

- Learn about the UK asylum system, and the experiences of people whose asylum claims have been refused.
- Gain knowledge on the vast networks of charity organisations, community groups, and event organisers in Sheffield. Gain experience of working at events and working with a diverse range of people.
- An opportunity to practise English

Essential Training Provided

- Intro to ASSIST
- Confidentiality and Data Protection
- Safeguarding and Boundaries

Time commitment: Flexible

Volunteering days / time: Flexible, need to be available for some events and meetings, some of which are during the evening or weekends

Resources: We cover travel expenses and other ad-hoc essential costs related to your volunteer role

Locations: Various locations around Sheffield. You will need to be in the office for the induction training

ASSIST team: This role is part of the Events team, managed by the Communication, Events and Fundraiser Coordinator

Any Questions?

If you would like a chat about our roles or have questions, contact Leah, our Volunteer and Community Outreach Coordinator:

☎ 07422655683

✉ volunteer@assistsheffield.org.uk

To apply, head to our website:

<https://www.assistsheffield.org.uk/content/volunteer-us>