

## Volunteer Role Description

### Heritage Story Sharer

<b>Purpose</b>	To assist in the delivery of The Reader’s heritage engagement activities
<b>Key activities</b>	<p>The Reader at Calderstones is a place where anyone can come to experience literature, find and share meaning, be nourished, develop new skills, explore new things and, find ‘something real’. We run many weekly Shared Reading groups, as well as many other weekly community groups, such as Knit and Natter</p> <p>The Reader at Calderstones is home to the International Centre for Shared Reading – a centre of excellence serving our international community, and welcoming everyone who wants to begin or develop their Shared Reading practice.</p> <p>Visitors can also visit the neolithic Calder Stones in a new heritage centre that brings the stories of the past to life.</p> <p>But with a commercial Café, Shop and Ice Cream Parlour on site, and our glorious Storybarn, as well as the park’s only public toilets, we will be welcoming thousands of people who know very little of our purpose, only that we have things they may want to buy or use.</p> <p>Activities may include:</p> <ul style="list-style-type: none"> <li>• Working as part of a team to staff the heritage spaces, providing a friendly, welcoming and informed presence</li> <li>• Delivering high-quality heritage walking tours</li> <li>• Assisting in the set-up of heritage events/workshops</li> <li>• Assisting with the delivery of workshops, leading them if and when you feel comfortable doing so (training provided)</li> <li>• Helping plan content for activities at Calderstones</li> <li>• Responding well to members of the public from all walks of life, some of whom may sometimes be rude, agitated or otherwise difficult</li> </ul>
<b>What you will get out of it</b>	<ul style="list-style-type: none"> <li>• The opportunity to learn about the heritage of Calderstones and become part of its future</li> <li>• The training you need to perform the role well</li> <li>• The chance to meet new people and work as part of a team</li> <li>• The opportunity to use existing skills and gain new ones, including leading groups/tours, delivering workshops, being involved in digital content curation</li> <li>• Working as part of a dedicated team with a full support structure, focused on Volunteer enjoyment and where appropriate, development</li> </ul>

<b>What we expect from you</b>	<ul style="list-style-type: none"> <li>• We need people who care, or can learn to care, about what The Reader is doing</li> <li>• Work according to all volunteer policies and procedures</li> <li>• Have a warm, calm and friendly manner that reflects The Reader's ethos and values</li> <li>• Enthusiastic about the heritage of Calderstones</li> <li>• Good organisational, time management and interpersonal skills</li> <li>• Ability to remain resilient and show compassion to all members of the community</li> <li>• A positive approach to the work and a willingness to ask for help if needed</li> <li>• Enthusiastic contribution to the programme at Calderstones</li> <li>• Happy to receive training and advice, and to volunteer under the supervision of The Reader staff</li> <li>• Reliability and flexibility</li> </ul>
<b>Commitment</b>	<p>Time Commitment: minimum of 2-3 hours per week. The site operates 7 days a week.</p> <p>Length of role: minimum commitment of six months</p>
<b>Location</b>	<p>The Reader Mansion House  Calderstones Park  Liverpool  L18 3JB</p>
<b>Skills/experiences/personal qualities required</b>	<p>You must be able to:</p> <ul style="list-style-type: none"> <li>• Commit to working within the unique ethos of The Reader</li> <li>• Represent The Reader in a professional manner</li> <li>• Work as part of a team</li> <li>• Give and receive feedback</li> <li>• Have experience or be willing to learn</li> </ul>
<b>DBS required?</b>	<p>A DBS may be required for this role. A criminal record does not necessarily disqualify a person from volunteering with us.</p>
<b>Application Process</b>	<p>The Reader has a strong track record in delivering high quality services. Making sure that we have the right people in the right roles is an organisational priority and extends to our volunteering community. As part of the recruitment process for this role we'll invite you to a visit and possibly join a Shared Reading group, to read up on our induction documents and to complete an application form. We'll also request references. As we would with any role, paid or unpaid, we will talk to you openly about any reservations we identify that result in our decision not to offer you a place volunteering in this role.</p>
<b>Support and Supervision</b>	<p>The Reader and your Shared Reading Organiser</p>
<b>Training required</b>	<p>Induction and training sessions will be provided and must be completed before starting the placement. The training will comprise a half day welcome and induction session plus additional training hours specific to the role. Attendance at refresher training and support meetings will be required.</p>
<b>Volunteer expenses</b>	<p>Travel expenses will be provided as per volunteer expenses policy.</p>

<b>Further information</b>	For further information, please contact <a href="mailto:volunteer@thereader.org.uk">volunteer@thereader.org.uk</a>
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