



Volunteer Registration Form

Thank you for your interest in joining the St George's Volunteer Team.

The Volunteer Team is the face of St George's, and we're keen for that face to better match the community it serves. We're a fully accessible venue and welcome volunteer applications from anyone aged 18 to 84 who has an interest in any sort of music (and might enjoy being introduced to even more, or perhaps even some performance poetry or stand-up comedy!)

We have three different teams within our volunteer department, our Event Stewards, our Welcome Team and our Administration Assistants. You can find information about the different roles below, and if you are interested in joining our volunteer team please complete the application form below.

No previous experience is necessary, as all training is provided. Shifts are arranged by mutual agreement and at times that suit whatever your particular schedule will allow. Access to and by email at least once a week is our only requirement. These positions are completely unpaid but we hope that you will find our eclectic range of concerts, performances and events enriching in themselves.

It's a perfect opportunity for those who want to take their first step back into employment, for absolute beginners who haven't yet entered the job world, or for those who would like to develop their confidence around engaging with the public. We hope that our volunteer team will be keen to learn more about what St George's does, and to help out behind the scenes!

Our Volunteer Teams

Event Stewards

Event Steward duties include welcoming and guiding the audience to their seats for events and being responsible for the evacuation of the audience through emergency exits if required. You may also be involved in scanning tickets and selling merchandise too. Your main job is being our friendly, helpful ambassador to the public and the local community, and ensuring the smooth and safe running of events!

Our Event Steward rota is managed on a season basis, and we have a minimum requirement of approx. one shift per month, and it is mandatory for stewards to attend one emergency evacuation and customer service training session per year.

Welcome Team

Our Welcome Volunteers create a friendly and welcoming first impression of the building to all of our guests. Duties may include:

- Directing e-ticket holders away from Box Office and directly to the hall.
- Answering general queries and giving directions to toilets and other facilities.
- Assisting the events and café bar team with queue management at busy times, including event intervals.
- Providing information to audiences about our membership scheme.
- Saying thank you and goodbye to audiences as they leave events.

Our welcome volunteer rota is managed on a monthly basis and we ask that volunteers attend one training session per year, to stay up to date with current policies and procedures of the organisation.

Administration & Operations Assistants

As a charity we rely on the support of our wonderful paid team and a committed group of volunteers. The administration assistants team are made up of volunteers who may want to assist with specific office-based projects throughout the year. This could include duties such as:

- Responding to emails about upcoming events.
- Research projects for our fundraising team.
- Proof reading marketing copy on a website or listing guide.
- Supporting our facilities team with building related tasks.
- Helping the learning department to deliver workshops or other types of activity.

Returning your form

If you are interested in becoming part of the Volunteer team at St George's Bristol, please complete the form below and email to our Volunteer Coordinator, Matthew Greenfield on

volunteers@stgeorgesbristol.co.uk

Alternatively, you can return your form to

St George's Bristol, Great George Street, Bristol, BS1 5RR.

Please feel free to send it via post or hand deliver during opening hours.

PERSONAL DETAILS

Title:	First Name.....
Surname:	
Address:.....	
.....	
Date of Birth:	
.....	
<i>(You must be 18 or over to register as a volunteer at St George's)</i>	
Telephone No's:	Home:
	Mobile:
Email Address:	
Preferred pronouns:	
Contact in the event of an emergency:	
	Name.....
	Number:

CHARACTER REFERENCE

Please give the details of someone who is able to provide either a personal or work-related reference for you.

Title:	First Name.....
Surname:	
Telephone Number:	
Email Address:	
Relationship to you:	

Which part of our volunteer team are you interested in joining?

(Select all that apply. Please note, whilst we are still accepting applications for event stewards, we do already have a long list of people who are interested in this role. Please do feel free to send us your application, but there may be a considerable wait before an opportunity becomes available.)

- Event stewards
- Welcome team
- Administration assistants

RELEVANT EXPERIENCE

Please detail any work that you think might be relevant to the position of a St George's Volunteer.

Date From	Date To	Institution/ Event	Primary Roles and Duties

ADDITIONAL INFORMATION

Please use this space to record details of any additional responsibilities, skills and achievements which you feel will help you to contribute positively to our work at St George's Bristol. For example;

- Supporter of St George's
- First Aid Trained
- Health and Safety Trained

MOTIVATIONS

Please tell us why you would like to volunteer at St George's. For example, your response could focus on where you heard about the role, the types of music and events you are interested in, and why you would like to commit your time to St George's.

Please tell us which types of performance you prefer:

(Tick all that apply)

Classical	<input type="checkbox"/>
Jazz	<input type="checkbox"/>
World music	<input type="checkbox"/>
Folk	<input type="checkbox"/>
Rock/pop	<input type="checkbox"/>

Children's/family concerts	<input type="checkbox"/>
Storytelling	<input type="checkbox"/>
Talks	<input type="checkbox"/>
Theatre	<input type="checkbox"/>
All of these!	<input type="checkbox"/>

Please indicate when you will most likely be available to volunteer:

(Tick all that apply)

Weekday evenings	<input type="checkbox"/>
Weekday daytimes	<input type="checkbox"/>
Weekend evenings	<input type="checkbox"/>
Weekend daytimes	<input type="checkbox"/>

Passport-style photograph

When returning your form, please enclose or attach a passport-style photograph of yourself. We are keen to ensure our events staff get to know our volunteers - your photograph will be used for reference to help them put 'names to faces'. Your photograph will not be circulated across any other team or used for any publicity or promotional material. If you would prefer for us to take a photograph of you on site, please check the box below so we can organise doing so.

Please take my photograph on site

<i>For Office Use Only.</i>	
<input type="checkbox"/> Updated Volunteer Database.	
<input type="checkbox"/> Updated Email Contact List.	
<input type="checkbox"/> Received Passport Image.	
<input type="checkbox"/> Scheduled Meet and Greet.	
Notes:	
Signed:	Date: