

VOLUNTEERING OPPORTUNITIES AT EVI





EVI'S VOLUNTEER OPPORTUNITIES

Welcome to EVI. We are delighted that you are considering volunteering with us and we look forward to supporting you on your EVI journey. Our volunteers help support the many community services and activities available at EVI, and are invaluable to the successful future of our community and cultural centre.

Volunteering is a worthwhile way to fill your time, meet new people, gain work experience and expand your CV. We look forward to welcoming you to the EVI Team!

TIME CREDITS

By volunteering at EVI, you can earn Time Credits for supporting your community.

For every hour you give, you earn one Time Credit. This can then be spent at EVI or other venues throughout the UK and can also be shared with friends and family.



EVENT VOLUNTEERS

Purpose of Role: To help the EVI team plan and deliver events at the Centre. Responsible to EVI Senior Development Coordinator.

What will I be doing?

- Meeting and greeting event customers.
- Help set up and clear down the event.
- Help with registration.
- Support those taking part.

What skills, experience and attributes do I need?

- Enjoy meeting and talking to new people.
- Be polite, friendly, and positive.
- Reliable and able to work as part of a team.
- Flexible and willing to work outdoors.
- Enthusiastic about EVI and helping at events.
- If you have specific event skills and experience that would be great but not essential.



CAFE ASSISTANTS

Purpose of Role: To assist EVI Cook/Trainer to deliver a first-class service to customers. Responsible to EVI Cook /Trainer.

What's involved?

- Meeting and greeting customers and showing them to their tables.
- Helping the Cook/Trainer to serve food and drink to tables.
- Clearing empty plates and tables ready for new customers.
- Ensuring the café area remains clean and tidy during service.

What skills and experience do I need?

- Enjoy meeting and talking to new people.
- Be polite, friendly, and positive.
- Reliable and able to work as part of a team.
- Happy with an active role where you will be on your feet during busy times.



COMMUNITY GARDEN VOLUNTEERS

Purpose of Role: To maintain, develop and protect our community garden so that it can be enjoyed by everyone. Responsible to EVI Senior Development Coordinator.

What will I be doing?

- Working as part of a team.
- Help with the upkeep, development and protection of the garden so that it can be enjoyed by everyone.
- Tidying up.
- Dead-heading/weeding.
- Pruning trees, shrubs and plants.
- Creating a peaceful and friendly environment for visitors to the garden.

Time Commitment: To be arranged but ideally 2 hours per week.

What skills, experience and attributes do I need?

- Some experience of gardening would be helpful but not essential.
- Enjoy working as part of a team.
- Reasonably fit.
- Willing to work outdoors in all weather conditions.



REPAIR CAFE VOLUNTEERS

Purpose of Role: To help members of the community repair items - reducing waste and bringing the community together. Responsible to EVI Senior Development Coordinator.

What will I be doing?

- Helping to set up the Repair Café.
- Meet and greet Repair Café customers.
- Helping to repair broken items.
- Sharing skills with community members.
- Helping with administration of Repair Café alongside EVI team.

Time Commitment: To be arranged but ideally 2-3 hours monthly.

What skills, experience and attributes do I need?

- Enjoy meeting and talking to new people.
- Skilled to repair small household electrical goods, woodwork, jewellery repair, IT expertise, sewing (garment repair) or bicycle repair.
- Polite, friendly and positive.
- Reliable and able to work as part of a team.



COMMUNITY BANK VOLUNTEERS

Purpose of Role: To help the EVI team deliver a Smart Money Community Bank Collection Point. Responsible to EVI Senior Development Coordinator.

What will I be doing?

- Meeting and greeting event customers.
- Help set up the Community Bank Collection Point.
- Register new customers and take payments from existing customers.
- Assist the Finance Officer to reconcile collections.

Time Commitment: To be arranged but ideally 2–4 hours monthly.

What skills, experience and attributes do I need?

- Enjoy meeting and talking to new people.
- Be polite, friendly, and positive.
- Reliable and able to work as part of a team.
- Some experience of finance would be beneficial but not essential as training will be given.





TRAINING AND SUPPORT

- An initial induction will be given to all volunteers.
- Volunteers will also be offered opportunities to attend accredited training and development sessions relevant to their roles.
- Be part of a friendly and supportive team, work in an inspiring heritage building, and help make a difference in our community.
- Be part of EVI Timebank, earning time credits for every hour you volunteer.
- We will hold regular volunteer meetings to provide an opportunity to feedback and contribute ideas, as well as the opportunity to meet other volunteers.

TO REGISTER YOUR INTEREST

Email **sam@evi.cymru**,
ring **01495708022** or
pop in for a chat.



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