



Organised for the community, by the community

# Volunteer Recruitment Pack



## About Maidenhead Festival

Maidenhead Festival is the biggest, regularly organised, free, public event in Maidenhead and has many benefits for our community, including building community spirit and goodwill. It helps to strengthen the charities and other organisations which take part by providing a platform for publicity, fund raising and recruitment. We also aim to generate footfall for businesses in the town by bringing more people to the centre.

Last year was one of the most successful years we've ever had with an increase in the number of people attending Festival and taking part in the free activities. It is estimated that between 7,000-8,000 people from in and around Maidenhead enjoyed the two days of entertainment.



As a team we were also very pleased that the Prime Minister, Theresa May, found the time to visit Festival and support our local constituency. This really does give credence to Festival and shows just how important it is in our local calendar of events.

### Volunteering Opportunities at Festival

Maidenhead Festival is organised for the community by the community. We have a small team of dedicated volunteers who fundraise, plan and make festival happen each year, none of whom are paid. With this in mind we're looking for volunteers to help with this major town event on 22<sup>nd</sup> and 23<sup>rd</sup> July 2017.

In the run-up to Festival we're looking for people to help us with:

- **Sponsorship:** as Festival is a not-for-profit organisation we rely solely on donations and sponsorship to be able to pay for it each year as we are committed to keeping it free for the public to attend. We need people to help us obtain sponsorship, whether in kind by donating services such as free printing, to monetary donations from organisations. Do you have contacts that could help? Do you have time to call businesses to see if they would like to support us? If so we want to hear from you.
- **Advertising:** we have a large screen onsite for the duration of the weekend that we use to announce which acts are on stage next and to thank our sponsors etc. This is also a great tool to sell advertising space to local businesses and we need help to sell this space! Are you good at sales, or are you looking for a career in sales? If so this is great experience to gain and would make a big difference to Maidenhead Festival.
- **Volunteer Management:** do you have experience of managing people, or volunteers? If so we're looking to recruit you to the organising team. We need someone who can help us build up a bank of volunteers to help at Festival over the weekend, and manage them by creating a rota and ensuring they know where they need to be and what they are going to be doing.

We also need help during the Festival weekend to make sure it all runs smoothly. Roles that need filling include:

- **Stall Set-up and Break-down:** with over 70 stalls and attractions on-site we need an army of people to help us direct stallholders to their pitch, to help them unload and ensure the safety of everyone on-site. The phrase “many hands make light work” really does ring true for this activity and it means you get to meet lots of new people in the process!
- **Running the Chair Hire:** we hire out chairs to the public to sit on during Festival, we need people to help us manage this process.
- **Managing donations:** throughout the weekend we carry out bucket collections and ask for donations during the circus shows. We need trustworthy people to help us carry out this task.
- **Litter Pickers:** I know this doesn't sound like a very glamorous job but it is one that needs doing unfortunately! On the Sunday morning we need to clear up any remnants from the Firework display and do a general litter pick around the park.

Whether you, or any of your family members and friends, can help for a whole day or just an hour, any help will be much appreciated.

#### **What experience do I need?**

You do not need any previous experience at all, however, we need to be confident that all volunteers are able to take responsibility for the safety and the well-being of both themselves and the team they are working with. You need to be friendly, caring, reliable and able to make a commitment to be with us on the weekend.

#### **Interested?**

If you would like to get involved, please call Lisa Hunter, Festival Chairman, on 07876 341334 or send an email to [lisajayne22000@yahoo.co.uk](mailto:lisajayne22000@yahoo.co.uk)

# The Benefits of Volunteering

Aside from the obvious feel-good factor from giving your time to a worthy cause, volunteering has a number of key benefits for you career which make it well worth considering.

Not only is it a great way to gain practical experience (something which can be extremely frustrating when lacking from your CV), volunteering can also help you stand out from the crowd and learn practical skills which will make you more desirable for prospective employers.

Here are just a few of the key benefits of volunteering:

## Gain valuable skills & experience

As well as helping to equip you with the skills that many companies look for in staff, volunteering as part of a structured volunteer programme can expose you to a range of core workplace activities, including: communication, line management, teamwork and using your initiative.

In fact, in certain sectors, such as health and social care or charities, volunteering may even be considered a pre-requisite.

Voluntary organisations are well aware that many people volunteer to gain experience, and as long as you can show your commitment and dedication to the cause from the outset, don't be afraid to be honest about your motives and use volunteering as a stepping stone to further your career. We'll support you in this process and happily write recommendations if needed.

## Improve your CV and become more successful at interviews

Establishing what experience you want to add to your CV will help you identify the right voluntary opportunity. And, once your CV's looking more complete, you'll find it easier to reach the interview stage for the jobs you apply for.

Once at the interview, you will have the perfect opportunity to impress recruiters with your experiences and passion for your interests. Employers are well aware of the benefits of volunteering and recognise the initiative and commitment that can be required by volunteers.

Whilst qualifications are undoubtedly of importance, voluntary work can help you get the experience you need. And remember, the benefits don't end there: you'll meet new people, try new things and almost definitely have some fun at the same time.

## Other benefits include:

- Gain confidence. Volunteering can help you gain confidence by giving you the chance to try something new and build a real sense of achievement.
- Make a difference. Volunteering can have a real and valuable positive affect on people, communities and society in general.
- Meet people. Volunteering can help you meet different kinds of people and make new friends.
- Be part of a community. Volunteering can help you feel part of something outside your friends and family.
- Have fun! Most volunteers have a great time, regardless of why they do it.

If you would like to discuss volunteer opportunities for Maidenhead Festival with us please contact Festival Chairman, Lisa Hunter, either by email at [lisajayne22000@yahoo.co.uk](mailto:lisajayne22000@yahoo.co.uk) or by phone on 07876 341334.