



Events & Activities Volunteer

WLCA is looking to recruit volunteers to assist with and support our community events and activities. This is a great opportunity for personal development as volunteers taking on this role will engage with and support the local community in lots of different ways, as detailed below:

As an Events and Activities Volunteer, you will:

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- Support and assist with events and activities at Perry Common Community Hall, Sycamore Court, Witton Lakes and the Orchard Tea Room. The events and activities will spread across all of our teams at WLCA including Employment, Health and Wellbeing, Environment, and Housing
- Assist with booking venues, catering, invitation lists, event scheduling etc
- Assist in publicising event(s)
- Assist in setting up and setting down event(s) / activities
- Engage with the local community to evaluate the success of the events and gather feedback for improvements and new opportunities

Training and Support

Training and development opportunities will be tailored to you and your role as an Events & Activities Volunteer. The aim will be to support your personal and professional progress. You will have a named WLCA staff contact with whom you will meet regularly for support and guidance

WLCA is looking for a volunteer with the following qualities:

- Good at listening, engaging, motivating and getting on with a diverse range of people
- Attention to detail
- Creative and able to work on their own initiative
- Work well with other people
- Reliable and flexible with their time
- Able to stay calm under pressure

Time Requirement

There are no fixed hours for this role; however we anticipate an average commitment of one day per week

Contact Details

If this sounds like something you would be interested in, or would like more information, please contact Paul Tse on 0121 382 1930 or paul.tse@wittonlodge.org.uk