

Summer Festival

Role Title	Crew Member
Location of Position	Harrow Lodge House, Harrow Lodge Park, Hornchurch Road, Hornchurch, Essex, RM11 1JU
Responsible to	Event Managers
Purpose/ summary of role	To provide support at our Summer Festival.
Description of tasks	• Stewarding • Handing out of leaflets/programmes • Backstage liaison • Guiding people around site • Aid in taking pictures for guests if asked
Time commitment	Able to attend pre-event training and also able to commit to a time slot during Summer Festival
Qualities & Skills	• Customer service skills • Time management • Problem-solving • Communication • Friendly and approachable
Training & Support	In the build up to the event: • Briefing of volunteers On the day of the event: • Briefing at the beginning of shift • Area manager to support the volunteer
Benefits of being a Volunteer	Volunteering with Mind Havering, Barking & Dagenham can be a rewarding experience and a feeling of being able to do something for someone else, develop your skills, learn new skills and meet new people. It can also help you to gain a sense of pride and build your self-esteem, becoming more confident, widening your network and feeling valued by our staff and those who are attending the event.
Volunteer Engagement Coordinator contact information	Volunteer Engagement & Data Officer Harrow Lodge House, Harrow Lodge Park, Hornchurch Road, Hornchurch, Essex, RM11 1JU volunteering@haveringmind.org.uk