

## Summer Festival

<b>Role Title</b>	<b>Outreach Support</b>
<b>Location of Position</b>	Various locations
<b>Responsible to</b>	Event Managers
<b>Purpose/ summary of role</b>	To provide support at our Summer Festival
<b>Description of tasks</b>	<ul style="list-style-type: none"> <li>• Help to promote the event</li> <li>• Leaflet distribution at event</li> </ul>
<b>Time commitment</b>	Able to assist in helping promote the event and distribution of promotional materials
<b>Qualities &amp; Skills</b>	<ul style="list-style-type: none"> <li>• Good people skills</li> <li>• Good communication skills</li> <li>• Attention to detail</li> <li>• Able to multitask, prioritise tasks and meet deadlines</li> </ul>
<b>Training &amp; Support</b>	<p>In the build up to the event:</p> <ul style="list-style-type: none"> <li>• Briefing of volunteers</li> </ul> <p>During the event:</p> <ul style="list-style-type: none"> <li>• Briefing at the beginning of shift</li> <li>• Support from Event manager</li> </ul>
<b>Benefits of being a Volunteer</b>	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 accessing our services.
<b>Volunteer Engagement Coordinator contact information</b>	Volunteer Engagement & Data Officer Harrow Lodge House, Harrow Lodge Park, Hornchurch Road, Hornchurch, Essex, RM11 1JU <a href="mailto:volunteering@haveringmind.org.uk">volunteering@haveringmind.org.uk</a>