



PETERBOROUGH CATHEDRAL

Volunteer Role Description

Role	Schools and Families Assistant
Department	Learning & Engagement
Supervisor	Head of Learning and Engagement
Description	<p>The position of Schools and Families Assistant supports the mission and outreach of the Cathedral as it seeks to engage local, diocesan, national and international communities in the worship and heritage of this ancient sacred space.</p> <p>Note: The role is subject to two satisfactory references and necessary criminal checks and confidential declarations as per the Cathedral's Safer Recruitment guidelines.</p>
Key Responsibilities	<ul style="list-style-type: none"> • Leading curriculum-linked activities with young people in the Cathedral and the Visitor and Learning Centre • Preparing resources • Giving feedback to department staff following a visit
Skills Needed	<p>Experience working with children is desirable but not essential as full training will be given.</p> <p>Characteristics:</p> <ul style="list-style-type: none"> • Warm, welcoming, patient • Enthusiastic, friendly <p>Person Specification:</p> <ul style="list-style-type: none"> • Interest in heritage, education • Sympathetic to the Christian ethos of the Cathedral • Good communicator • Team player • Can adapt and change to meet the needs of varied audiences <p>Good time-keeper</p>
Training Provided	<ul style="list-style-type: none"> • Bespoke training to deliver activities • Opportunity to shadow, observe and teach with colleagues • Opportunity to evaluate each session with department staff and share concerns, seek advice and ask questions as appropriate. • Annual, informal review with Schools and Families Officer • Mandatory Safeguarding training will be provided

Work Schedule	<ul style="list-style-type: none">• The position is not suitable for individuals looking for short-term placements although other volunteering opportunities within the department are available.• At the start of each school term, and periodically thereafter, bookings will be sent out via email. Volunteers can sign-up to lead, assist or observe (if still training) sessions. There is no maximum commitment although it is expected that, once fully trained, volunteers will commit to a minimum of two days a month.• Volunteers should arrive 30 minutes before the start of their session.
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