



PETERBOROUGH CATHEDRAL

Volunteer Role Description

Role	Assistant Verger
Department	Sacristy
Supervisor	Head Verger
Description	<p>An Assistant Verger works in the Cathedral under the direction of the Head Verger and verger staff, putting out chairs and preparing for services and events, cleaning and tidying the Cathedral (dusting, polishing, cleaning of surfaces) and other general duties as directed by the verger staff. Assistant Vergers may hand out hymnbooks and service sheets to members of the public before services, and give directions to toilet facilities or other areas of the Cathedral.</p> <ul style="list-style-type: none">• This role will involve working with the general public.• For the first 3 months there will be no ceremonial duties.
Skills Needed	<p>Required Skills:</p> <ul style="list-style-type: none">• Good at following instructions.• Able to work independently once given an assignment.• Comfortable using equipment such as a vacuum cleaner.• The volunteer does not need to be a church goer but must have respect for the work and mission of the Cathedral.• Diplomatic and able to respect confidentiality where required. <p>Desired Skills:</p> <ul style="list-style-type: none">• Comfortable talking to and directing visitors.• Friendly and personable.
Training Provided	<p>The Vergers will provide instructions and will familiarise the volunteer with the Cathedral and Precincts.</p> <p>The appropriate level of mandatory Safeguarding training will be provided for this role.</p> <p>This role is subject to a 3 month probation and will remain a provisional appointment until the Head Verger confirms all training has been adequately completed.</p>
Health and Safety	<p>The volunteer may be using various cleaning products, and will occasionally need to lift up to 10 kg.</p>
Work Schedule	<p>Negotiable and flexible but typically could be a couple of half-day shifts a week.</p>
Safer Recruitment	<p>Note: The role is subject to two satisfactory references and confidential declarations as per the Cathedral's Safer Recruitment guidelines; mandatory Safeguarding training and a basic level DBS check.</p>