

Age & Opportunity

Bealtaine Festival 2024 Volunteer

Deadline for application: Wednesday 27th of March at 12noon

Age & Opportunity is the national organisation that provides a range of opportunities for older people who want to get more involved in arts and culture, sport and physical activity, civic engagement and personal development.

Our vision is an Ireland where all older people can be more active, more visible, more creative, more connected, more confident, more often. Our mission is to enable the best possible quality of life for us all as we age.

- *Are you friendly, enthusiastic and passionate about the arts and creativity?*
- *Are you interested in connecting with new people across generations, interacting with the public and being a part of our Bealtaine Festival team?*

If the answer is YES, we would love to hear from you!

The Important Role of our Bealtaine Festival Volunteers

Volunteers play a crucial role as part of the festival team and have contributed to the success of the festival over a long number of years. Effectively, many of our volunteers are the public face of Bealtaine.

We are looking for people who are 18+ and have an interest in the Arts or Creative Ageing and who can commit a small amount of their time during the month of May 2024 to joining our festival team. We hope to grow our volunteer base nationwide over the coming years, but for now we are looking to hear from people who can **volunteer for events taking place in Dublin.**

There are a variety of important functions that our Bealtaine Volunteers may be asked to carry out which include but are not limited to:

- Being a key point for information at events in relation to the Bealtaine Festival programme.
- Being the public face of the Bealtaine Festival at relevant events.
- Carrying out surveys with the public at specific Bealtaine Festival events.

Liaising with the Arts Programme Assistant Manager and others from the Age & Opportunity team

There will always be someone for you to liaise with and seek guidance from either from the Age & Opportunity Team or where that is not possible with the appropriate Venue Manager or Venue Supervisor, including:

- the Arts Programme Assistant Manager.
- the Bealtaine Festival Team.

The name of person you are reporting to at each event will be listed on your schedule provided in advance, including relevant contact numbers / email addresses.

You will have the opportunity to liaise with the public and to be a critical point of contact.

What do we expect from our Bealtaine Volunteers?

- To be a warm, friendly and welcoming presence at events.
- To act as a point of contact for members of the public.
- To have a good knowledge of the Bealtaine Festival programme of events and be ready to share key information and make recommendations to the public.

You will be given every support and sufficient training so that you are well prepared for most eventualities!

Conducting Surveys (if applicable)

- At some events, we may require volunteers to conduct surveys with the public.
- These surveys help us to evaluate how we are performing and identify needs and so are considered to be an extremely important part of our volunteer's role.

- Volunteers will be fully briefed about the surveys before the festival.

You may be asked to be a Venue Assistant. The key qualities for this volunteering role are:

- To be reliable and a good timekeeper.
- To make contact with the Venue Manager or Supervisor on duty on arrival and liaise with them on your duties. They may have specific tasks for you to help with.
- Find out key information about the venue – where are the toilets, the auditorium, the wheelchair access/lift, the bar, the exits.
- If venue staff do not have specific duties for you, then the role is one of welcoming members of the public to the event as the face of Bealtaine and carrying out surveys (see above) and encouraging people to sign up for our newsletter.
- There will be Bealtaine programmes at each venue. Our Bealtaine Volunteers take a note of where they are so they can hand the programmes to people if they have queries.
- Be a self-starter and take initiative if you see something that needs attention.

Social Media / Documentation

- Volunteers may be asked to take some photographs on their phone for documentation purposes at events and share these with the organisation.
- Volunteers should only take photos at public events and **never take photos of children.**
- Volunteers can send these photos directly to our Communications Manager's email or share them through the festival WhatsApp group.

General Requirements

- To follow the procedures outlined in Age & Opportunity's Policies and Procedures manual.
- To undertake any other reasonable volunteer tasks as may arise from time to time.
- To follow all Covid and Health and Safety Protocols.

What do expect from our Bealtaine Volunteers:

We ask that you are free to commit to the following:

- Attend volunteer shifts based in Dublin locations.

- A minimum of two shifts per week or six shifts over the month of May.
- Up to 4 hour shifts
- Attend an in-person orientation event at the Age & Opportunity offices, Dublin 9 for 2 hours on April 17th or 18th.
- Sign and submit a Volunteer Agreement before volunteering

Why become a Bealtaine Volunteer?

- An opportunity to meet new people across generations.
- Attend at various venues and see new work first-hand.
- Greeting and meeting the public and artists in a fun and creative setting.
- Great experience to include on your CV.

How to Apply

To apply to be a Bealtaine Volunteer please fill out the application form and return to Ann Kehelly, HR Manager: at ann.kehelly@ageandopportunity.ie by **12 noon on Wednesday 27th of March 2024.**

- **Informal interviews will be held via Zoom on the 8th/10th of April.**
- **A two hour orientation session will be held during the day on April 17th and 18th in person. Volunteers will need to attend one of these.**