

# Volunteer Role Profile

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<b>Role title:</b>	Event Steward
<b>Department:</b>	Commercial
<b>Responsible to:</b>	Volunteer Co-ordinator
<b>Hours:</b>	Varied throughout the year. Mainly at weekends and in school holidays.
<b>Purpose:</b>	To assist in the setup, stewarding and take-down of events.

## Main duties and responsibilities:

- Setup of marquees, barriers, tables, chairs and signage prior to the event
- Car Parking (both on and off-site)
- Stewarding the station site
- Manning fundraising stalls / activities
- Admissions staff
- Assisting with arts & crafts on the train
- Wearing a mascot costume
- Bar staff (18+) for Beer Festivals

## Training:

You don't need to have lots of knowledge, just an enthusiasm for meeting and interacting with groups (including schools) and be happy to do some heavy lifting

You are not expected to have all the skills that you will require to carry out this role. Training will be provided, to enable you to carry out your role with confidence and to the standards set.

- Full induction and ongoing support, including Health and safety
- Event-specific training

However, we do expect you to;

- be of tidy appearance and wear reasonably smart clothes (or the Avon Valley Railway polo shirt).
- adhere to all health & safety, railway safety and fire procedures are followed
- be free of alcohol or narcotics
- be friendly, polite and helpful
- be punctual and responsible
- work well with the team and well as on your own initiative
- be confident when meeting new people and communicate well

### **Benefits of volunteering:**

All of our volunteers are members of the Avon Valley Railway Heritage Trust and whilst this costs a nominal subscription fee, it gives you access to a number of benefits, including:

- Discounted travel on our usual steam and heritage diesel train services
- Discounted purchases from the Gift Shop and Buffet (Buffet only when you're on duty)
- Access to great social activities, including away days and social evenings
- The chance to support us in keeping your railway heritage alive in the Avon Valley