

Stretford Children’s Theatre - 12 week Young Person Volunteer Programme

This programme will give a minimum of 22 hours volunteering over 12 weeks. There will be more opportunities for the young person to volunteer if they so wish such as coming to observe a board meeting, or carrying out a fundraising project for the group, and the programme can be extended to 6, 12 months or longer if so desired.

Our experienced Board members, Sessional Leaders, Sessional Manager and Fundraising Staff will support the young person whilst they are volunteering with us and ensure they are well looked after, safe, happy and learn as much as they can. You can find more information at our website: www.stretfordchildrenstheatre.org.uk

We are based at Stretford Public Hall in the heart of Stretford town centre and the building is fully accessible.

This would be a perfect placement for those doing the Duke of Edinburgh scheme or a young person wishing to enhance their CV for college or university or their first job. We ask that the young person is aged 14 years as a minimum.

Week		More Detail
1	Initial Meeting with Board Member – 1 hour	This meeting will be about what the young person hopes to achieve whilst volunteering with us, and how we can best support them, and introductions to the team and sessions themselves. Plus identifying any specific additional areas they are interested in, planning how they might gain experience in those areas with SCT.
2	Understanding our charity – 2 hours	Who we are; why we formed; our history; vision/values/aims; what we do; what a board does; our constitution; The Charity Commission & our responsibilities; policies and procedures; managing personnel/ volunteers; management systems [OSM, Go Cardless ,iZettle]; financial management; funding/ fundraising; health and safety; safeguarding; monitoring, evaluation; measuring impact.
3	Sessional Volunteering – 2 hours	These weekly volunteering sessions will be spent in either the infant or junior drama sessions assisting the Sessional Leaders and the attending children.
4	Sessional Volunteering – 2 hours	
5	Sessional Volunteering – 2 hours	The young person will never be left alone with the children and will not be responsible for anything other than their own behaviour. We would expect them to follow all our policies and procedures as discussed with them in weeks 1 and 2.
6	Sessional Volunteering – 2 hours	
7	Sessional Volunteering – 2 hours	
8	Sessional Volunteering – 2 hours	These sessions are fun and consist of drama games and often involve producing pieces leading up to a performance – we hope the young person would get fully involved in these sessions.
9	Sessional Volunteering – 2 hours	A board member is usually available weekly and as such progress reports will be gathered and any issues for the young person or Sessional Leader will be addressed as they arise.
10	Sessional Volunteering – 2 hours	
11	Sessional Volunteering – 2 hours	All Sessional Leaders are DBS checked, and SCT is fully insured and has strict H&S and safeguarding policies in place.
12	Close out meeting with Board Member – 1 hour	This meeting will be to evaluate how the sessions have gone from the volunteer’s perspective, and provide feedback from the Sessional Leaders and the Board to the young person and complete some impact monitoring forms and case study information and complete any documentation required.

The sessional volunteering hours are either Thursdays from 4-6pm or Thursdays from 5.30-7.30pm.

We can accommodate 2 volunteers on each of the sessions at any one time. Other volunteering opportunities are also available that do not involve being in the sessions, such as communications & social media, fundraising, policies and procedures if that is of interest to any of the young people.

Please get in touch if you wish to discuss any of the opportunities with us: stretfordchildrenstheatre@gmail.com