



Volunteer Parking Steward Role Description

Friends of Bank Hall hold approximately 10 outdoor Events during the year which can include Snowdrop Walks, Daffodil Day, Easter Bunny Hunt, Heritage Days, Autumn Animal Trail, National Tree Day. The work of the Volunteer Events Team is varied and vital to support income generation and the enjoyment of visitors to Bank Hall.

Main Focus of work can include:

- Assist in setting up one-way signage
- Approach queuing traffic at the top of the drive
- Guide traffic to appropriate car parking (this is subject to written guidelines on parking)
- Ensure traffic parks as requested
- Answer visitor enquiries as appropriate
- If time allows before traffic arrives/departs, assist in setting up/dismantling gazebos, furniture and equipment
- This role is potentially interchangeable with the Grounds Steward role

Desirable Qualities:

- Enjoy working outdoors and being part of a team
- Have a flexible manner in undertaking varied tasks
- Possess a reasonable level of fitness
- Able to demonstrate good communication skills

Information and Terms:

- Volunteers mainly work Sundays, with occasional Saturdays/Wednesdays
- Volunteers arrive at 9.30am to assist with set up and finish about 4pm (bringing their own lunch, however we appreciate you may not be able to offer the whole day)
- Comfortable clothing and footwear should be worn, weather dependent
- Hi-Viz vests are provided for Parking Stewards on event days
- All Volunteers receive an induction and training as appropriate
- Event Volunteers are required to observe our Health & Safety and Volunteer policies

Benefits for You:

- Share and develop your knowledge and skills
- Gain experience to add to your profile/bio/CV
- Meet like-minded people and be part of an enthusiastic team
- Free entry to Bank Hall events for yourself
- Receive free drinks while on duty
- After 6 months, Volunteers who become Members will be able to purchase a Bank Hall polo shirt and/or fleece

Next Steps: If you wish to offer your time as a Parking Steward, please email bankhallvolunteering@gmail.com