



Activity Team Volunteer Role Description

Position: Activity Team Volunteer

Organisation: Mae Murray Foundation

Responsible to: Board of Directors -Safe-guarding, risk, incident and outcome reporting
Operations Manager / Volunteer Co-ordinator – Day to day running

Location: Events will be in different locations in N.Ireland

Hours Required: As and when required. This role is flexible. We have several events per month. As events are planned, we email dates, times and locations out to our 'bank' of volunteers. You will then confirm whether or not they are available for upcoming dates.

Aim: To help young people to take part by facilitating any MMF activities or events . This can involve a host of tasks depending on your skills; from helping to build and set up equipment, helping to use beach equipment in the water to helping with refreshments. Please note – you will not be asked to do something unless you have been suitably trained and are comfortable.

Main Roles may include (this will be dependent on the events):

Aid with event outcome monitoring/ reporting by providing feedback.

Attend team briefing prior to each event – this will be prior to young people arriving and in the location of the event

Attend debrief after events

Help with event set up

Provide assistance to facilitate participation (includes pushing chairs, prompting young people to get involved, taking part yourself)

Helping with catering (if applicable)