

3Generate will take place from Friday 4th October to Sunday 6th October at The National Exhibition Centre, Perimeter Road, Birmingham B40 1NT

We need volunteers who will facilitate, enable and encourage children and young people to participate, think, reflect, develop, lead and find their own voice.



Methodist Children & Youth Assembly

All volunteer role offers are subject to references and the confirmation of a valid DBS certificate. Applicants are sent an acknowledgement email after the online application form is completed, followed by another email after their application has finished being processed – this will confirm whether successful and, if so, welcome them to the team.

Volunteer role	Village Hosts
Role suitable for	<ul style="list-style-type: none"> • Welcoming, warm and friendly people with initiative, who can offer great pastoral, communication and solution-focussed support. • Those who enjoy working with and interacting with people – including working collaboratively with other members of the Care Team (especially the Youth Support Team and Night Stewards). • Those available to start from 1pm on Friday afternoon and able to work late into the night. • Those who are happy to support the event without being involved in the programme.
Accessibility / mobility	<ul style="list-style-type: none"> • All accommodation is at ground level. • Communication will include the use of radio-controlled walkie-talkies to enable liaison with others in different locations.
Role description	<ul style="list-style-type: none"> • Provide a welcome and escort arrivals to their accommodation. Throughout the weekend, Village Hosts will look after a designated area of the Sleeping Village. • Offer solution-focussed support in relation to accommodation allocations and communicate any issues relating to sleeping pods during the event. • Be a point of contact and assistance for the leaders of the groups in your designated area of the Sleeping Village. • To be a presence around the Sleeping Village at specified times during the event. • Helping to create a warm, friendly atmosphere.
Tasks	<ul style="list-style-type: none"> • Work collaboratively with other teams, especially members of the Care Team. • To be part of the overall Care Team to help enhance the 3Generate experience for all e.g. by being the eyes and ears for the Sleeping Pods in your designated area of the Sleeping Village to keep everyone safe and alert others to children,

	<p>young people or leaders that require support (practical or pastoral). This will include walking around your designated area of the Village at least once per hour when on duty and checking associated toilets and showers at least every half hour.</p> <ul style="list-style-type: none"> • To help prepare for groups arriving by checking Sleeping Pods ahead of their arrival. • Support an effective registration process by greeting groups who are staying in your designated area of the Village and working closely with management, registration, help desk and stewarding teams. • Provide outstanding solution focussed support and assist with query resolution.
General	<p>All volunteers should:</p> <ul style="list-style-type: none"> • Familiarise themselves with the programme and the site. • Follow Team Leader instructions in the event of a significant/major incident. • Abide by the code of conduct for the event, which will be provided for all volunteers and staff. • Adhere to the policies and procedures of The Methodist Church for the safeguarding and protection of children, young people and vulnerable adults, and to report any concerns or incidents using the 3Generate Policy procedure outlined in the briefing documents. • All delivery team members are asked to complete the following online training courses. <ul style="list-style-type: none"> • EDI (Equality, diversity and Inclusion) training • Accessibility training • Unconscious bias training • Foundation Safety training
Responsibility for other volunteers	No direct reports
Responsible to	Village Hosts Team Leader (as part of the wider Care Team) – Lesley Bentley
Time required	<ul style="list-style-type: none"> • There will be a Team Day in July at the NEC Birmingham, 10am to 3pm. • All team members should attend if possible • 3Generate weekend – 11am on Friday 4th October until 4pm Sunday 6th October. We encourage you to travel to the venue independently of your church group so that you can be available to set up on the Friday. • Key times: Friday 11am-5pm (setting up); Friday 7-11pm; Saturday 8am-12noon; Saturday 2-5pm; Saturday 7-11pm; Sunday 8am-2pm • • There will be times when Village Hosts will be required to staff a Village Host Information Point • Please note – your accommodation for the event will likely not be accessible until 5pm on Friday

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Experience, skills, qualifications required	<ul style="list-style-type: none"> • Being a people person with pastoral skills. • Attention to detail. • Ability to prioritise. • Foundation Safeguarding Training. • Solution-focussed. • Able to use initiative and be proactive. • Problem-solving.
References and DBS	<ul style="list-style-type: none"> • Two references – one should be a minister. • A DBS check is required for this role. It may be possible to use an existing one if certain conditions are met.
Provision	<ul style="list-style-type: none"> • Briefing and training. • Accommodation (if required) will be provided as an indoor walk-in tent. This will be shared with one other volunteer, though each volunteer will have their own compartment (including bed and mattress) with a communal living area shared between the two volunteers. • Meals for the weekend. • 3Generate Delivery Team clothing (t-shirt and hoodie), lanyard and name badge – only to be worn when on duty. • Valid expenses claims (with receipts, etc...) will be reimbursed for travel within the UK for both the Team Building Day and for the event.
Experience and skills gained	<ul style="list-style-type: none"> • Experience of working as part of a team to deliver a large scale, national event. • Logistical and pastoral experience. • Supporting Group leaders. • Working as part of a team.

The Methodist Church recognises that there will be a wide theological spectrum represented through the children and young people who attend the event and therefore this will need to be recognised by all those involved in facilitating over the weekend. It is possible that some of the views held by the children and young people may be at difference with your own views and we would ask that you respond to theological views sensitively and respectfully, ensuring that the range of views within any discussions are equally heard (whether programmed sessions or informal).

We will staff 2 desks in the sleeping halls during waking hours, to be available to help anyone who needs it. The desks will have radios and we will be able to call on the help of others including the Safeguarding team and a Roving Youth Team, by the use of radios. We are not there to police the area but to offer support.

On Friday we will all be on duty as the children arrive, showing groups to their sleeping pod areas. On Saturday I hope that there will be a reduced need for our services; so we will have 1 couple on each desk on a rota basis. On Sunday everyone has to pack up their pod by 10.30am, including us! I will devise a rota that enables us all to have breakfast and pack up time, whilst keeping as many staff on the desk as possible. There will be somewhere to store everyone's bags. After 10.30am you will be able to join worship as it happens and then go for your lunch. After this we will all be needed to take down the town and the village. We expect to be able to leave by 15.30