

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	Volunteer Lounge Team
Role suitable for	<ul style="list-style-type: none"> • Warm, welcoming and friendly people who want to provide an area of rest and fellowship for the Delivery Team (staff and volunteers). • Those who are happy to support the event without being involved in the programme.
Accessibility / mobility	<ul style="list-style-type: none"> • This role is based in the volunteer lounge.
Role description	<ul style="list-style-type: none"> • Acting as hosts and providing a welcome for the Delivery Team.
Tasks	<ul style="list-style-type: none"> • Provide a welcoming and relaxing environment. • Offering refreshments and snacks. • Keeping the Volunteer Lounge clean and tidy. • Redirecting individuals to alternative locations if the space is inadvertently used for 3Generate “work” meetings. • Alerting chaplains and/or safeguarding if any delivery team members require support. • To direct staff and volunteers to the appropriate team members who will register them and check them out.

<p>General</p>	<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 safeguarding
<p>Responsibility for other volunteers</p>	<p>No direct reports</p>
<p>Responsible to</p>	<p>Care Team Manager</p>
<p>Time required</p>	<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
<p>Experience, skills, qualifications required</p>	<ul style="list-style-type: none"> • Awareness of confidentiality issues. • Customer service. • Completion of Foundation safeguarding training.
<p>References & DBS</p>	<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 hoodies), 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 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. • Hospitality skills.

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).