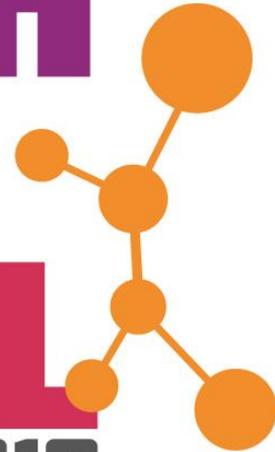


# NORWICH SCIENCE FESTIVAL

19-27 OCTOBER 2018



## CALLING VOLUNTEERS!

Are you interested in being part of the city-wide Norwich  
Science Festival?

We're looking for enthusiastic, friendly people to join our  
#NorwichSciFest Crew!

Visit [www.norwichsciencefestival.co.uk/get-involved/volunteers](http://www.norwichsciencefestival.co.uk/get-involved/volunteers) to find out more



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**We are holding a truly interactive festival with hands-on experiments, exploration, talks, innovation, and exhibitions for people of all ages. The festival also showcases and celebrates the world class scientific research taking place right here in Norfolk.**

We are looking for Festival Volunteers to play an important part in ensuring that the event is a success. Our volunteers will help members of the public make the most of the many exhibitions, events and activities on offer over the 9 day festival.

An interest or involvement in science or previous volunteering experience is desirable but not essential. What **IS** essential is a sociable, energetic personality, an enquiring mind and a willingness to help make this event a memorable and inspirational experience for everyone.

Volunteers will be working either at The Forum or at other city centre locations where Festival events are being held. Festival events are being held both during the day and in the evenings, so there are plenty of opportunities to be involved. There will also be the opportunity to help out during the Norwich Science Festival Learning Programme, which takes place from 15th – 17th October 2018.

## What can you get involved with?

### Festival Marketing

- Being a knowledgeable and enthusiastic Ambassador for the Festival around the city in advance of the Festival.
- Helping with distribution of brochures and leaflets in advance of the Festival.
- Aiding the social media profile of the Festival online.

### Event Stewarding

- To greet, engage with and provide information for all visitors to the Science Festival, in one of several venues around the city centre.
- To help with the coordination and smooth running of individual events as needed.
- To promote specific events and activities to visitors, and direct people to venues/locations as appropriate.

### Festival Information

- To help staff at Festival Info Point during the 9 day programme.
- To have a good knowledge of the NSF programme and be enthusiastic about sharing this with the public.
- To promote and share with the public an enthusiasm for science to help visitors engage and get involved in the Science Festival.

### Festival Ticketing

- Helping with the ticketing, box office and the checking of tickets throughout the Festival.

### **Festival Capture & Evaluation**

- Taking photographs during the Festival.
- Writing reviews, blogs and supporting social media as needed, and capturing experiences and feedback about events.
- Helping conduct visitor surveys and collecting feedback during and after the Science Festival.

### **What do we need from you?**

- To become a Science Festival Volunteer you will need to attend a briefing session at the Forum, before the Festival. We'd like volunteers to be available for a minimum of 3 'shifts' during the Festival if possible. These shifts are likely to be approx. 3 hours, and some of the shifts may be in the evening.
- If you are working on family or learning events, which require you to be DBS check, we will arrange this at the Forum's expense.
- You will be issued with a Norwich Science Festival t-shirt, which you should wear for your volunteer shifts, with you own black/dark trousers or skirt, and comfortable shoes, as you may be walking about or standing for long periods.
- An interest in science or some scientific knowledge would be helpful but is absolutely not essential. It is more important that you enjoy talking to people and helping visitors to make the most of their time at the Science Festival.
- There may well be opportunities for you to attend some of the talks and events in the Festival programme, and we're hopeful that being a part of the Norwich Science Festival will be a fun and rewarding experience.
- The Forum's more detailed Volunteer Policy will apply to this opportunity.

### **What skills will you gain?**

**Communication**

**Teamwork and Leadership**

**Self-Management and Professionalism**

**Citizenship and Stewardship**

**The Forum will provide written proof of successfully completed volunteer work for CVs, portfolios and for any relevant accreditation purposes.**