

# VOLUNTEERING AT ARC

## #JoinTheTeam

ROLE TITLE:	SESSION ACTIVATOR
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### VOLUNTEERING AT ARC:

Atlantic Racquet Centre is committed to our vision of being a community racquet and fitness centre where **everyone** can exercise, socialise and develop skills in a safe and supportive environment; an organisation that improves the health and wellbeing of all local people. As a member of the 'ARC Volunteer Team' you will sit right at the heart of this vision with the opportunity to help us promote a fun, family focussed, and inclusive ethos. As a volunteer you will become an essential part of our team. You will be valued, respected, and encouraged to develop your own personal skills and experience through volunteering.

### ROLE DESCRIPTION:

As one of our session activators you will take a leading role in organising activity sessions for our members or users. You will specialise in the sport you know most about and as part of a rota take the lead in organising sessions such as club play, no-strings and social tournaments. You will be the friendly face that greets people, puts them at ease, explains the format, organises rotations & matches and crucially makes sure everyone present is getting the most of out of the session. The best part is that you'll get to take part in and enjoy the session yourself!

### BENEFITS OF ROLE:

- Gain valuable experience of leading an activity session
- The chance to socialise and exercise with lots of new people from all walks of life
- Share your passion and help to allow others to get the same enjoyment out of sport as you do
- Contribute to the success and atmosphere of ARC
- Invitation to regular ARC Volunteer Team celebration & training events
- A coveted ARC Volunteer T-Shirt and name badge

SUGGESTED TIME COMMITMENT:	4 hours per month
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*Our volunteer structure allows you to tell us how many weekly hours you would like to commit. The 'suggested time commitment' above is a guide for what we might expect for this role but you're welcome to commit to more or less than this if you want to and we feel it's appropriate to do so in this role.*

WORKING HOURS:	2 hour shifts, during any of our club play, mix-in or open day sessions. Usually in evenings but with some daytime/ weekend work.
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<b>KEY TASKS:</b>	
<ul style="list-style-type: none"> <li>- Preparing the equipment and courts ready for your session</li> <li>- Welcoming players and marking them on the register</li> <li>- Explaining scoring formats/rules to players and providing simple advice to anyone who is unsure of anything</li> <li>- Organising players into rotations/matches</li> <li>- Ensuring everyone is enjoying the session and getting the most out of it</li> <li>- Alerting centre staff to any issues that may arise</li> <li>- Helping to organise trial sessions and tasters at occasional open day events</li> </ul>	

<b>SKILLS, ATTRIBUTES, KNOWLEDGE, EXPERIENCE</b>	
<b>ESSENTIAL</b>	<ul style="list-style-type: none"> <li>- Positive, energetic, approachable, and friendly</li> <li>- A confident verbal communicator</li> <li>- Good organisation and time management skills</li> <li>- A regular player of Tennis, Badminton or Table Tennis</li> <li>- A basic understanding of the rules and scoring in Tennis, Badminton or Table Tennis</li> <li>- A passion for ARC and its vision</li> <li>- Committed to dedicating time to the role on a regular basis</li> <li>- Be a minimum of 16 years of age</li> </ul>
<b>DESIREABLE</b>	<ul style="list-style-type: none"> <li>- Experience/ prior knowledge of organising group activity</li> <li>- Prior safeguarding training/ knowledge</li> <li>- An existing in date DBS check</li> <li>- Emergency First Aid at Work or higher qualification</li> </ul>

*Full training and role induction will be provided.*

**HOW TO APPLY:**

To apply for this role please complete our 'ARC Volunteer Team Application Form' and email it to Tom Vinall ([tom@atlanticracquetcentre.co.uk](mailto:tom@atlanticracquetcentre.co.uk)).

All applicants will be asked to attend a 1:1 consultation to discuss the role and their interest either face to face, or via Zoom.

**All applicants must be willing to attend a Volunteer Induction session.**

If you have any questions about the role please also contact Tom Vinall.

