



Role Description – Arts and Wellbeing Programme Volunteer (Men’s Makers Support)

Volunteer Role:	Men’s Makers Support
Volunteer Link Worker:	Arts & Wellbeing Programme Delivery Assistant
Location:	WHALE Arts Centre, 30 Westburn Grove, EH14 2SA
Hours of Volunteering (4.5h):	Wednesdays 10am-2.00pm

Men’s Makers is a social session for men to come and develop their making skills. The sessions are designed to teach participants new creative skills and to develop existing ones. The skills are mainly visual arts and creative construction, but we are open to suggestions from the group. The Lead Artist will often present a new skill or a creative theme for the session which participants are welcome to take part in or spend the session working on their own projects. At the end of the session the group comes together to have a meal provided by WHALE Arts.

The Men’s Makers Support will have a dual role: helping the group facilitator in the workshop, and preparing the meal, as detailed in the Duties section below.

Requirements: Essential

- Due to the nature of this group, we are looking for a person who identifies as male
- An outgoing, friendly and engaging personality
- Good communication skills
- A sound hands-on knowledge of using woodworking tools and/or creative making processes
- Fit, punctual, self-motivated, organised, good time-keeping skills
- Complying with Health & Safety standards, strict hygiene procedures, and food safety laws

Requirements: Desirable

- No formal cooking experience needed, although experience in a customer service role is desirable
- Food Hygiene Certificate

Duties

- Help set up workspace (which includes moving furniture), support session facilitation, and ensure safety protocols are adhered to
- Liaise with group facilitator to determine the number of meals to prepare/serve. This varies depending on attendance – usually between 3 and 6
- Inform the group on what food is available and take food allergies/diet requirements into consideration
- Lay the table with plates, cutlery, water, napkins
- Reheat meals cooked by our Chef, or open tins of soup, heat them up and serve them with a warmed-up roll
- Wash dishes, tidy up, clean counters, and sterilise surfaces

Training

- Full training for this role and an induction into the organisation will be given
- Level 1 Food Hygiene Certificate training will be provided by the organisation to fulfil the role
- Any other relevant training and opportunities may be arranged with the link worker and volunteer coordinator

Expenses

All volunteers are entitled to claim reasonably incurred travel expenses whilst carrying out their role. Expenses claims must be discussed beforehand and submitted within a month to be valid. Lunch can be provided if desired.

Boundaries of Role: To work within WHALE Arts policies and procedure for GDPR and confidentiality.

To apply for the role or for further information please contact WHALE Arts:

Email: volunteercoordinator@whalearts.co.uk

Phone: 0131 458 3267