



Role Description – Arts and Wellbeing Programme Volunteer (Open Studio Support)

Volunteer Role:	Open Studio Support
Volunteer Link Worker:	Arts & Wellbeing Programme Delivery Assistant
Location:	WHALE Arts Centre, 30 Westburn Grove, EH14 2SA
Hours of Volunteering (3.25 or 6.5):	Tuesdays, 9.30am-12.45pm and/or Thursdays 1pm-4.15pm

Open Studio is a social and creative drop-in group for adults who want to work on their own projects. There are two sessions every week: Tuesday morning and Thursday afternoon. Sessions are self-led, but an artist is available on site in case participants need any tips & ideas with their project, or if they would like to try different materials & techniques.

The Open Studio Support will assist the artist to deliver the sessions, either one day per week or both, depending on their availability and preferences.

Requirements: Essential

- An outgoing, friendly and engaging personality
- Strong communication skills
- A non-judgemental attitude and an open mind
- A calm & patient demeanour
- Good experience with arts & crafts

Requirements: Desirable

- A PVG disclosure
- Experience working with people with additional and/or complex needs

Duties

- Supporting the lead artist to set up the room & refreshment station, and tidy up afterwards
- Supporting the lead artist to deliver the session
- Providing one-to-one support for participants during sessions

Training

- Full training for this role and an induction into the organisation will be given
- 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.

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

