

Community Engagement Volunteer Role Description

Melksham Remembers Community Project



Volunteer role title:	Community engagement volunteer – <i>Melksham Remembers</i>
Responsible to:	Project Coordinator - <i>Melksham Remembers</i>
Hours and time frame:	<i>Melksham Remembers</i> Project runs until November 2018 Main period of activity likely to be from October 2017 – July 2018 Hours to suit the volunteer
Location/work space:	<ul style="list-style-type: none"> Local venues and events where the community gathers Working with older people and families <p>Parishes included are: Atworth, Broughton Gifford, Melksham, Melksham Without, Steeple Ashton, Bulkington, Keevil, Great Hinton, Poulshot, Semington and Seend</p>
Purpose:	To encourage community members to share their stories of Melksham and the surrounding district related to the First World War 1914-18 Identify stories and people to record and share with the wider community and help people understand the role that Melksham played in the First World War.
Tasks:	<ul style="list-style-type: none"> Attend community events and engage with local people in various locations in the area to encourage them to discover and share their stories from the First World War. Identify stories that may be suitable for recording as oral history.
Skills/qualities required:	<ul style="list-style-type: none"> enthusiastic, energetic with good communication skills Able to communicate with all age groups able to work as a team member, sharing information freely with the group
Support/training provided:	<ul style="list-style-type: none"> Induction for all volunteers involved in the <i>Melksham Remembers</i> project Training on community engagement Regular contact with the project team
What we expect from volunteers:	<ul style="list-style-type: none"> Maintain good working relationships with staff and other volunteers and members of the public Attend appropriate training and learn about the project <i>Melksham Remembers</i> Be reliable in attendance Share all information discovered with the project team
Other information:	<ul style="list-style-type: none"> Volunteers may be reimbursed for travel costs between home and volunteering location