



Volunteer Role Description:

Youth Club Activities Volunteer

Responsible To:	Senior Youth Co-ordinator
Location:	The Boswell Centre, 18 Well Road, Auchinleck, KA18 2LA Events may also take place at The Knowe Garden Centre, which is located behind The Boswell Centre.
Time Commitment:	Times vary, generally, during term time the youth club takes place after school or in the evenings. There are occasional events at the weekend. During school holidays, activities may take place during the day.
Role Description:	Auchinleck Community Development Initiative (ACDI) offer a range of activities and events aimed at children. This position would be to: <ul style="list-style-type: none">• assist with the arts and crafts activities, as well as the set-up of the materials prior to the session;• set-up and run engaging games for attendees;• assist with the delivery of STEM or cooking activities;• general supervision of young people at the sessions
Main Tasks:	<ul style="list-style-type: none">• Setting-up the materials/equipment needed for each activity and tidying up the materials at the end of the Youth Club.• The most significant role would be to interact with the children helping with the delivery of either arts and crafts activities or games• Support young people as required, which may include helping the children with the completion of the craft.• Getting feedback from young people who attend the Youth Club so that we can provide activities they want and are able to address any issues.• Helping to clear away the resources, cleaning any paint tray/brushes and cleaning the tables or storing equipment tidily.• Training in all of the above will be provided and supervised Rachael Alexander or Stuart Mitchell





Auchinleck Community Development Initiative (ACDI)

The Boswell Centre, 18 Well Road, Auchinleck, KA18 2LA

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www.auchinleckcdi.co.uk

Required Skills, Qualities & Experience:	<p>Enthusiastic about working with children and young people/experience in working with children. Patience, confidence and kindness are also key qualities when working with children of all ages.</p> <p>A creative mindset with an interest in arts and crafts and/or an enthusiasm for playing engaging games.</p>
Training & Support Available:	<ul style="list-style-type: none"> • Volunteer induction training carried out by the co-ordinator. • Volunteers aged 12-25 can work towards a Saltire Award and we are also happy for us to be used as a volunteering section of a Duke of Edinburgh Award. • Through our memberships of Youth Scotland and East Ayrshire Youth Work Network, we are able to offer a range of training opportunities. This includes 'Ready for Youth Work' which provides an overview of youth work as well as a range of more specialised courses.
Any Other Requirements:	<p>Follow policies and procedures contained in the volunteer handbook.</p> <p>Treat our staff, volunteers and service users with respect.</p>
Recruitment Process:	<p>Recruitment process is via application form in the first instance. An interview will be arranged on receipt of application form. References will be required.</p> <p>As this role involves supervising children, a disclosure check will be carried out.</p>
Date role created:	<p>18th November 2021</p> <p>Updated: 2nd March 2023</p> <p>Updated: 21st March 2024</p>

