



Truro Cathedral

Cathedral Office
14 St Mary's Street
TRURO
TR1 2AF

July 2010

Dear Applicant

VOLUNTEERS FOR LEARNING ACTIVITIES

Thank you for your interest in volunteering as part of the Learning team at Truro Cathedral.

Volunteers play an important part in the smooth running of the Cathedral and its operations and the Cathedral Chapter greatly appreciates all that they do. Volunteers come from all walks of life and from all over the County of Cornwall. We currently have over 200 volunteers who fulfill many different roles including flower arrangers, guides and stewards, shop assistants, office assistants, finance assistants, servers, members of the CCTV team and education assistants.

All of our volunteers working with children and young people are required to complete a Confidential Declaration concerning the Protection of Children and Young People and undergo a Criminal Records Bureau Check.

We are currently recruiting volunteers to join our Learning Team. The Learning team helps run tours and workshops for Early Years and Primary aged children. Details of the role are attached.

If you are interested in helping in this way, please complete the attached application form and return it by Thursday 5 August 2010. An informal interview will then be arranged.

If you have any questions regarding this role please do not hesitate to contact our Education and Interpretation Officer, Sarah Hughes on 01872 276782.

Kind regards.

Yours sincerely

Neil Parsons
Chief Executive



Volunteer Learning Assistants and Creative Practitioners

Can you help us to inspire young people?

Truro cathedral requires volunteers to join our learning team to fulfil a number of roles.

We currently are visited by over one thousand school children a year and our hoping to significantly increase this over the next three years. We are in the exciting process of expanding our education offer to include a series of formal and informal learning experiences.

So if you fancy yourself as a learning assistant, please come and join the team. We will give full training to the right people, however, it is essential that you can relate well to young children and can make a commitment of at least two hours a month. You will help us to inspire young children to question, learn and create.

THE ROLES

Early Years Learning Assistant:

- Should have experience of working with early years children.
- Be happy to read a site specific story to young children.
- To be happy helping to lead simple art and craft workshops with small groups of children.
- To be able to sit on the floor and stand repeatedly over an hour..
- To be able to commit to assist with a tour up to two weeks ahead.
- To be happy to teach about Christianity but not to preach or try to convert young children.

Primary School Learning Assistant:

- Should have experience working with infant or junior aged children.
- Should be confident enough to work independently with a small group of children after training.
- To be happy to work with small groups of children on simple craft activities
- To be happy to teach about Christianity but not to preach or try to convert young children.

Informal Learning Assistant:

- Should have a friendly outgoing personality.
- To be happy handing out our free learning trails to children and their parents.
- To be happy to run simple craft activities like badge and card making.
- This work takes place during the school holidays and on Saturdays only.

Creative Practitioners

- Should have an art, craft, music or drama skill which you are happy to share with young people at either early years, primary or secondary level.
- Ideally you will have some experience of teaching young people.
- To be happy to work independently with a small group of young people.



VOLUNTEER APPLICATION FORM

Thank you for applying to be a **Volunteer Learning Assistant and Creative Practitioner** in the Cathedral. Please complete the information requested in this form in **block capitals**.

CONFIDENTIAL

PERSONAL INFORMATION

Surname:

Title: (Mr/Mrs/Miss/Ms)

Forenames:

Age Group: 15 – 30, 30 – 50, 50 – 70, 70 - 90

Address:

Telephone number:

E mail:

Health: Any relevant restricting factors?

Emergency contact name and telephone number:

AVAILABILITY

Are you currently: Employed / In Education / Retired / Other

When would you be available to start?

EXPERIENCE AND SKILLS

Please attach your CV if available

Qualifications / Skills / Relevant training undertaken:

Do you speak any foreign languages? - please state.

Employment experience: (if under 21 any educational achievements)

Volunteering experience:

INTERESTS:

Any relevant personal hobbies and interests

REFERENCES:

Names and addresses of two people

1.

2.

Signature:

Date:

Please complete and return to:

PA to the Chief Executive, 14 St Mary's Street, TRURO, TR1 2AF