

**Volunteering** for Truro Cathedral is a rewarding experience. As a volunteer you will have a chance to contribute to Cathedral life, meet new people and gain new skills. There are lots of opportunities for you to give as little or as much time as you like. These information sheets will show you some of the ways you can get involved . . .

## What next?

If you are interested in any of the areas listed in the following pages and want to find out more, you can either email [volunteering@trurocathedral.org.uk](mailto:volunteering@trurocathedral.org.uk) or call 01827 276782.



## Worship & Pastoral Volunteer Teams

<b>Bell Ringers</b>	Our skilled bell ringing team ring for all the main services as well as weddings, memorials and special occasions. This group enjoys an active schedule outside of the Cathedral too.	Practice every Tuesday from 7.30pm
<b>Brass Polishers</b>	Known as 'The Buffers' our brass polishers meet twice a year before Christmas and Easter to make sure everything gleams beautifully during our festivals.	2 hours twice a year
<b>Camera Operators</b>	Our internal TV system shows our services, concerts and other events live to everyone in the Cathedral. As camera operators and editors, this team plays a key role contributing to these important community events.	Varies depending on schedule. Major services - usually day. Events - usually evenings
<b>Children's Church</b>	Our Children's Church meet every Sunday during the 10am service. Those involved provide a stimulating and creative environment for a mixed age group of children to help them interpret the service.	1 hour on Sunday mornings
<b>Communion Assistants</b>	Communion Assistants are invited by the Cathedral Chapter to fulfil these roles and are authorised for this ministry by the Bishop. They help with the distribution of Holy Communion and are sometimes asked to take the Sacrament to housebound people.	Regular attendance at the Eucharist on Sunday and Holy Days
<b>Servers</b>	Servers assist with the liturgies leading processions, preparing the altar for the offertory and receiving collections. Servers will, more often than not, be members of the congregation.	Duties according to an individuals availability



## Worship & Pastoral Volunteer Teams

<b>Flower Guild</b>	Members of The Flower Guild are responsible for all the beautiful floral arrangements in the Cathedral. They have exceptional skill with flowers and an experienced eye for colour and design working to a large scale.	1 session 2¼ hour session per week on a Saturday morning 8.15am – 10.30am (a week off every 6 weeks)
<b>Lay Assistants</b>	The Guild of Lay Assistants is as old as the Cathedral itself. It provides a vital service during acts of worship and is the interface between the Cathedral and those attending services. Members of the Guild are recruited by the Guild Warden in consultation with Cathedral Chapter.	Varies depending on availability
<b>Sewing Guild</b>	The Cathedral's Sewing Guild plays a very important part in conserving its vestments. They are skilled in sewing and embroidery.	1 morning session a week on a Tuesday
<b>Pastoral Team</b>	Our Pastoral team is trained to carry out a range of pastoral support within the community of the Cathedral congregation. This important work can involve bereavement support, home visits, transporting to appointments and taking communion to those who are unable to come to the Cathedral.	Commitment can vary depending on the role and the individual's availability



## Commercial & Operations Volunteer Teams

<b>Shop team</b>	<p>Our shop volunteers play a vital role in the day to day running of the Cathedral shop. They support our staff during busy times and over quieter periods assist with restocking, stock counting and pricing goods. They are friendly with customers and have good service skills.</p>	1 half day per week
<b>Hospitality/ Catering</b>	<p>There are lots of catering events through the year and volunteers join our catering team giving support with setting up, clearing away, serving refreshments and dealing with the public.</p>	Varies, as and when required.
<b>Mail shot team</b>	<p>The Cathedral send mailings out promoting activities and events. We have a team of volunteers who get together three times a year and fill envelopes for posting. (This usually involves tea and cake to keep everyone going!)</p>	2 hours three times a year
<b>Events Team</b>	<p>The Cathedral runs all sorts of events during the year and our Events Stewards help with lots of tasks on the day from moving chairs, to taking tickets and welcoming guests. They are often in a 'front of house' position, are smart, organised and like working as part of a team.</p>	Varies, as and when required, mostly evenings
<b>Organ Recital Team</b>	<p>The Cathedral runs regular organ recitals from March to October. This team are often front of house welcome visitors, checking tickets and seating while generally helping the Events Manager and the Vergers to ensure things run smoothly.</p>	1-2 hour commitment each recital, once a week or when available lunch-time or evenings



## Hospitality & Education Volunteer Teams

<b>Guides</b>	Our trained Guides host tours of the Cathedral. They are very friendly, enthusiastic and knowledgeable about all aspects of the building. They regularly speak to groups of the general public.	One or two 1 hour tours per month with more opportunities for special booked tours.
<b>Stewards</b>	Our volunteer Stewards provide a warm welcome to Cathedral visitors during the day giving them any guidance or general information they need.	One 2 hour session per week - Easter to October (less in other months).
<b>Chaplains</b>	Sharing the Cathedral's ministry of welcome our Chaplains are a visible presence interpreting the building and its significance for the Christian Faith. They focus thoughts and prayers on the hour simply and briefly, are available for visitors to speak to and ready to listen offering spiritual advice and counsel where appropriate.	Average 4 duties per month 10am – 4pm. (Chaplains must hold a Bishop's Licence)
<b>Sunday Coffee</b>	Sunday Coffee team provide tea and coffee after the 10am service offering a perfect opportunity for the congregation to socialise.	5 times a year.
<b>Learning Assistants</b>	Learning Assistants like to inspire children to learn and create, helping with formal school workshops and on our free informal 'Messy Table'. Volunteers must be friendly, confident and approachable.	Flexible; Formal workshops: 10-12noon & 1-3pm, Mon-Fri. Informal: School Hols, Saturdays 11am-2pm
<b>Snippers</b>	Our Snippers team support the education programme by preparing craft resources used by visiting children.	Thursdays 10am - 12noon
<b>Education R&amp;D interns</b>	To keep our learning programme fresh and interesting we occasionally have opportunities for interns to assist on small research projects.	1-2 half days a week, fixed term



# Volunteering Application Form

## Interested in becoming a volunteer?

Please complete this form and return it to Emma Nicholls, Head of Administration, Cathedral Office, 14 St Mary's Street, Truro, TR1 2AF. Following this we will be in touch to arrange a time for an interview.

Personal Information			
Full Name			
Address			
Email		Tel.	
Emergency contact			

What area/s of volunteering are you interested in?

Have you any specialist knowledge listed below (tick)			
Architecture	<input type="checkbox"/>	Stained glass	<input type="checkbox"/>
History	<input type="checkbox"/>	Technical filming skills	<input type="checkbox"/>
First aider	<input type="checkbox"/>	Foreign language speaker (which?)	
		Embroidery	<input type="checkbox"/>
		Art	<input type="checkbox"/>

Your availability (tick)															
Mon a.m.	<input type="checkbox"/>	Tue a.m.	<input type="checkbox"/>	Wed a.m.	<input type="checkbox"/>	Thu a.m.	<input type="checkbox"/>	Fri a.m.	<input type="checkbox"/>	Sat a.m.	<input type="checkbox"/>	Sun a.m.	<input type="checkbox"/>	Anytime	<input type="checkbox"/>
Mon p.m.	<input type="checkbox"/>	Tue p.m.	<input type="checkbox"/>	Wed p.m.	<input type="checkbox"/>	Thu p.m.	<input type="checkbox"/>	Fri p.m.	<input type="checkbox"/>	Sat p.m.	<input type="checkbox"/>	Sun p.m.	<input type="checkbox"/>		



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<b>Skills/experience/interests</b>	Any other information to support your application?
<b>Health, is there anything we should be aware of?</b>	
<b>Safeguarding statement</b>	We are committed to the safeguarding, care and nurture of the children and vulnerable adults within the cathedral community. As part of the Diocese of Truro we uphold its policy to check all clergy, staff and volunteers via the Disclosure & Barring Service (DBS). If any volunteering role requires contact with children or vulnerable adults

## References

Please give details of two referees (suitable referees will include former employers, teachers etc. who can give a view about your experience and character. This does not include family

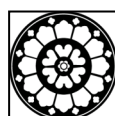
<b>Reference 1</b>	(Name, address, tel, email)
<b>Reference 2</b>	(Name, address, tel, email)

## Declaration

I understand that any offer of volunteering with the cathedral is subject to the satisfactory receipt of documentation including references and a possible criminal records check (DBS) and is binding in honour only.

*In accordance with the 1998 Data Protection Act I agree that the cathedral may hold and use personal information about me for volunteering purposes and to keep in touch with me. This information, including that contained in this form can be stored on both manual and computer files. It will be held securely and only accessed by authorised personnel.*

<b>Signature</b>	Date:
<b>Print name</b>	



Truro Cathedral Volunteering  
www.trurocathedral.org.uk