

Volunteer Role Profile: Village Hall Host

Introduction:

The Village Hall will serve as a central hub for the village colour, i.e. there will be one Village Hall per village colour. The Village Hall will be a small marquee which will include picnic tables, charging facilities and hot water available at two timeslots throughout the day for those who would like to make hot drinks. The concept behind the Village Hall is that it serves as a community base for the village and provides a social space for those who might be attending New Wine Festival on their own or in smaller groups. The role of Village Hall Host will be to support the general running of the Village Hall, ensuring the space is kept tidy and safe for delegate use.

Key responsibilities:

- To work with the Village Hall Host Team Leader in the overall planning of your Village Hall, including sharing ideas for social events etc.
- To work with the other Village Hall Hosts on the team to ensure a smooth transition between shifts.
- To create a welcoming space for delegates, particularly those who may be on their own or visiting for the day.
- To oversee the daily hot water provision in the Village Hall during the allocated morning and afternoon slots. Likely timings: 07:00-09:00 and 16:00-18:00.
- To setup and securely store kettles around the allocated timeslots.
- To oversee different elements within the Village Hall including phone and mobility scooter charging.
- In collaboration with the other Village Hall Hosts and the Team Leader, to plan and host social events and meet-ups such as a welcome evening, 'New Wine Newbies' or a game/quiz night.
- To be the first point of call in the village for delegate queries.
- To report any technical/electrical issues to Site Services.
- To complete any mandatory training pre-event.
- To take part in overall Village Host briefing on team arrival day.

Personal Specification:

- Positive and helpful with a "can-do" attitude.
- Friendly and approachable.
- Understand the need to make New Wine Festival a fun and welcoming experience for delegates.
- Supportive of New Wine's aims and objectives and ability to embody these whilst serving.
- Physically fit and able to cope with being on their feet and moving heavy items such as furniture and water carriers.
- Able to take direction from Village Hall Host and Village Hosting Team Leaders and the New Wine Camping Manager.

Primary Liaison with:	<ul style="list-style-type: none">● Village Hall Host Team Leader● Village Host Team Leader
Secondary Liaison with:	<ul style="list-style-type: none">● Camping Manager● Control Team

Reports to:

Village Hall Host Team Leader