Volunteer Role Description

**Role Title:** Fight or Flight Event Support Volunteer  
**Supervisors:** Anna McCarthy, Events and Visitor Programme Manager  
**Location of role:** Norwich Castle Museum, 24 Castle Meadow, Norwich NR1 3JU  
**Dates:** Briefing session on 28/09/2019 and performance on 5/10/2019  
**Minimum commitment:** Above dates

**Purpose:** To assist with the delivery of ‘Fight or Flight’ a one-off event being held through two live performances in Norwich Castle Keep on Saturday 5th October 2019.  
**This opportunity is specifically aimed at those between the ages of 16-25,** who are looking to gain experience in events, hospitality, the arts or heritage.

**Relationship to museum objectives:** The Gateway to Medieval England project at Norwich Castle is a four-year project that will reinstate the Norman floors and rooms in the Keep and, for the first time, enable access to five floor levels. This event is part of that project and will showcase the work of local dance and movement groups who have devised an original work inspired by the theme of *Fight or Flight* in collaboration with Sadler’s Wells’ National Youth Dance Company and the Olivier-award winning dance company Far From the Norm.

**Details of role:** We require 10 volunteers to help with an interpretive dance performance being held twice, at 1pm and 3pm at Norwich Castle Museum on 5th October. Volunteers will be required to do some or all of the following:  
- Meeting and greeting  
- Hospitality duties such as guiding people, answering questions and supporting staff and other volunteers ‘front of house’.  
- Marshalling/acting as a runner  
- Assisting the performers in the Green Room

*There will potentially be opportunity after the performance to assist with follow-up workshops.*

**What you will get from it:** This is a fantastic opportunity for anyone who wants experience within the arts, heritage and particularly events management. It will also provide an opportunity to develop customer service, teamwork and interpersonal skills. You will be supported by members of staff and will get the opportunity to volunteer at other similar events for Norfolk Museums Service.

**Skills required:**  
- Have a friendly, approachable and helpful manner  
- Well presented  
- Be a good team member, supporting performers, staff and other volunteers  
- Be punctual and conscientious  
- Enjoy working with people of all ages

**Training provided:** There will be a briefing session held on September 28th where you will receive induction training and all relevant training and instructions for the performances.

**Application process:** Application form and informal chat

**Contact Details:** For more info and an application form email [anna.mccarthy@norfolk.gov.uk](mailto:anna.mccarthy@norfolk.gov.uk) or call 01603 495902