

# artsdepot Meet & Greet volunteer role description

Our Values		
Creativity	Inclusivity	Collaborative
We believe in creativity. We respond in creative ways and provide the setting for everyone to be creative on their terms	Our work is inclusive. Everyone can access our performances and activities and we reflect our wider community in what we do.	We work collaboratively. Our programme and organisation is better when we work with others to make more than the sum of our parts
Respect		
Our work is underpinned by respect. We work in a way that respects others voices and views and expect the same from others		

## Background

artsdepot recently celebrated it's 20<sup>th</sup> anniversary as the creative home for everyone and Barnet's flagship arts centre. Throughout a typical year we receive over 187,000 visitors and the programme features more than 400 shows across our two theatres, 3 festivals including Big Draw, Fun Palaces and Book Buzz, a number of Matinee Lunch Clubs for care home residents, multiple exhibitions, education activities, community engagement opportunities on site and across the borough and over 30 creative classes a week.

artsdepot is a charity. The building is a cool place in the summer and a warm place in the winter. Anyone can come into the building to relax and enjoy the space, sit in the cafe, and use the Wi-Fi and toilets.



Supported using public funding by

**ARTS COUNCIL  
ENGLAND**

## The role



artsdepot Meet & Greet volunteers will champion this great work, inspiring more audiences to come to shows, participate in activities and enjoy our spaces. We also want to improve our visitors' experience and so volunteers will help to meet and greet audiences that come for shows, helping them round the building and offering a friendly face and point of contact. As a volunteer you get a free ticket to any show that's not sold out and a discount on all tickets.

This role would be perfect for theatre lovers and local champions who are confident in a public-facing position and enjoy a chat. We are an inclusive organization, a Disability Confident committed employer and have relaxed shows. You do not need experience in a similar role as there is room for growth; training and support will be provided.

### **Responsibilities:**

- Adopt and follow artsdepot's values
- Meet and greet people when they arrive for a show or activity
- Help collect post-show feedback
- Inspire visitors to donate
- Provide information about other shows and activities
- Other ad hoc support as required

### **Benefits of the role include**

- One free ticket for you to attend any show that is not sold out
- Free tea and filter coffee during your shift
- Tokens for cultural experiences through the TempoTime Credits scheme
- Training, support and personal development opportunities
- Recognition of your contribution to artsdepot
- Social activities and opportunity to meet new people
- Experience in a busy arts venue
- We are happy to provide a reference after 3 months of volunteering service

### **Time commitment**

We ask for a minimum of 3 months' commitment. We are flexible about the role to fit around your other commitments however we ask that you attend one shift every two weeks. You must also attend one induction before starting the role. We aim to have an induction at the end of August / beginning of September.

You will work alongside the visitor services department that includes Visitor Services Assistants, Duty Managers and Box Office who are an extremely friendly bunch.

**Key contact**

To apply or ask any questions please send a short expression of interest to Finn.

Finn Archavir

Volunteer Manager

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