



Tales of the Riverbank Volunteer tasks

Bideford Bay Creatives (BBC) are organizing a project in Bideford running between June and October called 'Tales of the Riverbank' - it is a series of community participatory and educational activities set around the river Torridge in the Bideford and Bay Area. The activities will focus on and explore the local history, heritage and the natural environment.

BBC are looking for some helpers as we need an extra pair of hands at each event to support the event leader.

All volunteers will be entitled to a free place at each event they are volunteering for, as a thank you for their help and time.

Volunteer tasks for each event:

1. Support the activity leader, providing a helping hand to set up the room and equipment before the activity starts. Could include unloading items from a vehicle, setting up tables and chairs, mixing art materials etc
2. Welcome participants on arrival
3. Ask participants to sign in. Places will be pre-booked via Eventbrite but subject to demand places could also be available on the day. If someone has pre-booked check their name and ask to see evidence of payment (such as an Eventbrite e-ticket on their smartphone or a print out of it)
4. Where a participant turns up on the day without pre-booking a place and where spaces are still available, collect their ticket donation money and place it in the donations box. Also ask them to sign in
5. Ask participants to provide feedback comments at the end of the activity on paper or note down group /verbal comments
6. Optional - take photos with a digital camera or smartphone to document the activity for our records and for further publicity

General other volunteer help needed:

Be a Tales of the Riverbank champion and spread the word!

We are also looking for help to publicise and promote the project in order to maximise coverage. We need people with contacts in local schools, youth organisations, clubs and societies and residents' groups.

If you would like to help please contact Project Manager Sadie Green by email at info@bbcdevon.org or phone 07530 508676