

## Information about volunteering for Ready, Set, Read

- This opportunity is open to young people aged 12 to 18.
- **If you want to volunteer you need to complete and hand in the application form** (available from Tameside libraries and online: [www.tameside.gov.uk/libraries/src/volunteer](http://www.tameside.gov.uk/libraries/src/volunteer)) **by Saturday 8<sup>th</sup> July 2023.**  
**\*\*\*We may not accept late applications\*\*\***
- If you are 16, 17 or 18 you will need to provide details of someone we can contact for a reference, and you will not be able to volunteer if we do not receive a satisfactory response from them. If you will still be 15 or under by August 24<sup>th</sup>, you do not need a reference.
- Please make sure your form is signed by yourself and a parent/guardian!

### To complete the programme you will need to:

- Come to **one** of the briefing and induction meetings at Ashton Library: **either** Thursday 20<sup>th</sup> July at 4.30 – 5.30 **or** Saturday 22<sup>nd</sup> July at 11.00 – 12.00.
- Arrange a visit to your library to meet the staff and find out about what to do if there is an emergency. You will be given contact details at your induction.
- Help out at Ready,Set, Read! activities at Tameside libraries in the summer holidays (list of days and times below) for a minimum of three sessions. Arrangements can be made to accommodate holidays.
- You don't have to do all your sessions at the same library – and you can do more days and/or locations if you want to! Just put as much information as you can on your form.

### What do the activities involve?

- Our activities are attended by children of all ages up to about 11 and their parents and carers.
- At each session there is a simple craft activity, a treasure hunt and a game. These are planned in advance.
- We also talk to the children about the books they have been reading for the challenge. They have to read 6 books over July and August.
- We ask you to come half an hour before the start to find out what we're doing and help set up, and to stay half an hour at the end to help clear away.
- Some activity sessions attract large numbers, so it can be very busy.

### Library activity times

Ashton (Friday 11 & 25 August, 3.00 pm)		Hattersley (Thursday 10 & 24 August, 2.15 pm)
Denton (Thursday 3 & 17 August, 2.30pm)		Hyde (Wednesday 2 & 16 August, 2.00 pm)
Droylsden (Monday 7 & 21 August, 10.30 am)		Mossley (Friday 4 & 18 August, 10.30 am)
Dukinfield (Tuesday 8 & 22 August, 11.00 am)		Stalybridge (Monday 31 July & 14 August, 10.30 am)

### **Abilities you will need to demonstrate and experience you will gain**

- You will need to be able to explain things to children and to adults in a clear, friendly and enthusiastic way. You do not have to be very loud and outgoing, as long as you can help and talk confidently to different kinds of people. There will, of course, be library staff there to help and support you.
- The help of our volunteers is a very important part of our activities. This means we need you to be reliable and to turn up when and where you say you are going to.
- You will be able to develop your planning, communication and teamwork skills and your confidence! It's also a great way to get involved in your local community, do something useful with your time in the holidays and make new friends.

### **Recognising your contribution**

If you are 14 or over, you can count your volunteering hours towards a recognised award from vInspired. Ten hours volunteering earns you the v10 award. To find out more, visit <https://vinspired.com/get-awards>.

### **Photography Consent Form**

We have included this form so that we can use photos or recordings (audio or video) that volunteers make of themselves while taking part in our activities. You don't have to provide this if you do not want to, but you would not then be able to be part of any recording or image.

### **If you have any questions or need more information please contact**

James Avison [james.avison@tameside.gov.uk](mailto:james.avison@tameside.gov.uk) or phone 0161 338 2708

## **Person specification**

### **Educational Requirements & Knowledge**

Understanding of equal opportunities (gender, race, disability, age etc)

### **Skills And Personal Qualities**

- Enjoys working with children
- Enjoys working with other young people
- Enjoys working with adults
- Patience
- Friendliness and approachability
- Ability to encourage and motivate
- Ability to explain things in a simple manner
- Ability to work as part of a team
- Ability to follow direction and complete tasks
- Reliability
- Good timekeeping

### **Finally, please note that...**

...this document is not intended to form part of a legally binding contract between us and may be cancelled at any time at the discretion of either party. Neither of us intends any employment relationship to be created either now or at any time in the future.