

INFORMATION ON POTENTIAL VOLUNTEERING AT THE GRASSMARKET



Thank you for your interest in volunteering at the **Grassmarket Community Project**.

Volunteers are vital to the project and we hugely value their commitment and contribution. By giving up their time they make a positive contribution to our members' lives and ensure the success of the project.

There are numerous ways people can volunteer:

- Help in one of our many group activities (**Volunteer role**)
- Help in the kitchen, wood workshop or serving members' lunches (**Volunteer role**)
- Help in the café (**Volunteer role**)
- Help with the community drop-in Open Door Meal on Monday evenings which is targeted at Homeless people, the vulnerably housed or people with no recourse to public funding but open to all (**Volunteer role**)
- *Leading* a group or having a specific role such as reception (***Lead Volunteer role**)

How to become a Volunteer:

To become a Volunteer, which is the same process as becoming a member, we ask that all potential volunteers:

- Complete a registration form and have a one-to-one meeting with one of our team
- Attend a brief induction often completed on the same day

How to become a *Lead Volunteer:

Firstly, all potential Lead Volunteers must firstly become a member by completing a registration form and attending an induction.

Secondly, if someone is interested in becoming a **Lead Volunteer** we require they attend at *least three* group activity sessions (unless they are volunteering on reception). This allows them to:

- Experience a group first hand and observe how they work
- Help gain a better insight into our member's support and learning needs
- Make sure that they have the available time and capacity to commit to the role

Thirdly, a potential Lead Volunteer must attend a Lead Volunteer Induction and Training session (held every month). Normally lasting two hours.

Finally, all Lead Volunteers must provide two character references and join the Protection for Vulnerable Groups (PVG) Scheme (which is free).



Please note that staff reserve the right to deem a person not suitable for the role of Lead Volunteer
Full details and feedback will be provided and this decision can be appealed and reviewed.

Activities and Commitment

We need volunteers to volunteer in a range of activities from gardening, cleaning, washing up, serving food to helping move or make furniture, making textile gifts with our Tartan to selling to customers by volunteering on a craft stall or at an event.

We need reception staff, people to help run our community cinema, people to do odd jobs like painting and deep cleaning throughout the year.

Commitment varies from two hours if helping to run or lead an activity to 4 hours in the kitchen to a few days if helping us run both trips or weekends away. For Lead Volunteer roles we ask for a minimum commitment of three months if possible, for Volunteer Roles you can get involved for as little or as long as you like.

Everyone that volunteers tells us that they enjoy it. Many tell us they love the fact that it supports people and the community. Many use volunteering to get work-experience, gain confidence and many go on to work.

Support and Training

All our volunteers receive ongoing support and free training throughout the year. In the past this has included:

Challenging Behaviour

Mental Health

Minibus Driver MIDDAS

First Aid

Drugs & Alcohol Awareness

Walking Group Leader

Food Hygiene

Suicide Prevention

Benefits Support

Lead Volunteer Meetings are held every two months to allow volunteers to share success stories, advise us on how to improve services and raise any issues regarding their groups or the wider project.

We do not reimburse travel costs but we do provide a free lovely two course lunch in a wonderful setting and supportive community.



Next step

The next step to becoming a volunteer is to complete a Registration Form. This can be collected in person at reception from the project or accessed online at:

<https://www.surveymonkey.co.uk/r/GCPRegistration>

Once your form has been completed.

Please email volunteer@grassmarket.org to make an appointment for registration and an induction

Or call 0131 225 3626

Please let us know when enquiring if you are interested in a particular opportunity such as: IT, Café, Reception, Woodwork or Tartan (textiles) this helps us forward your request to the correct person.