



**DURHAM
CATHEDRAL**
THE SHRINE OF ST CUTHBERT

DURHAM CATHEDRAL VOLUNTEERING ROLE PROFILE

TITLE OF ROLE	Learning & Engagement Volunteer
PURPOSE	<p>To deliver and support a range of guided visits, workshops and other sessions devised and coordinated by Cathedral Learning & Engagement staff, as part of our busy, vibrant and creative Learning & Engagement Team. We deliver sessions to school, college and uniformed groups of up to around 30 at time.</p> <p>Assisting in delivering engaging and hands-on family activities during school holidays and/or weekends.</p> <p>Inspired by our saints, Cuthbert and Bede, the mission of Durham Cathedral is to offer everyone the opportunity to encounter God and know God's love in Jesus Christ. We welcome volunteers from any background, of all faiths and none, and those who in turn show respect and sensitivity towards all nationalities, religions, beliefs, cultures, backgrounds, and the ethos of the Cathedral as a working church.</p>
WHAT YOU WILL BE DOING	<p>In this role you can expect to:</p> <ul style="list-style-type: none">• Provide a friendly, lively, enthusiastic and skilled delivery of set sessions which engage learners.• Inform and inspire children and young people through a number of teaching methods that can include tours, storytelling and object handling.• Use open-ended questions and problem solving to encourage children and young people to engage with the building or the natural environment.• Support the safety and wellbeing of those in the session.• Use your skills, experience and reflective practice with the team to help ensure consistent high-quality delivery of the Learning & Engagement Programme. <p>Durham Cathedral is committed to safeguarding. It is expected that all staff and volunteers share this commitment. If at any time the post-holder sees or hears anything that could suggest a safeguarding risk or has any other reason to be concerned, it should be reported immediately to the Cathedral Safeguarding Officer. Safeguarding is everyone's responsibility.</p>
LOCATION AND TIMES	<p>In this role you will usually be based in the Cathedral and its precincts, Learning Centre next door, the College area behind the Cathedral, and the Woodlands and Riverbanks surrounding the Cathedral, including our outdoor classrooms.</p>

	<p>Learning & Engagement delivery usually takes place between 09:30 and 14:00 Monday to Friday during term time. Family activities usually take place during school holidays, Monday to Friday 10:00 to 16:00 and some weekends.</p> <p>Our volunteers typically gift up to 4 days of their time a month, either as 8 half days or 4 full days. In busy periods we might offer additional opportunities, but we appreciate any gift of your time and you will set your own time commitment.</p>
<p>WHAT WE ARE LOOKING FOR</p>	<p>For this role, we are looking for the following:</p> <ul style="list-style-type: none"> • A lively, enthusiastic and skilled individual who can engage learners of all ages and has a willingness to work with different age groups. • Articulate with excellent communication skills including a strong, clear speaking voice. • Respect and sensitivity towards all religions, beliefs, cultures and backgrounds and an empathy with the mission and values of the Cathedral. • Creative approach to be able to adapt to suit the needs of learners. • A general understanding of the National Curriculum is useful. • Reflective practitioner, both flexible and adaptable. • Reliable and conscientious. • The ability to deal with difficult situations safely and efficiently and with tact and diplomacy. • Teaching and/or volunteering experience in a learning environment is desirable. • Experience of working with learners with special educational needs (SEN) is an added bonus. • Knowledge of other languages including BSL would also be very much appreciated.
<p>FIRST STEPS</p>	<ul style="list-style-type: none"> • Recruitment is through an application form and two referees we shall ask to comment on your suitability for the role. • Following application, we will invite you for an interview with the Learning & Engagement Manager and another member of Cathedral staff. • If your application is successful, we shall ask you to sign your commitment to the behaviours and expectations outlined in our Volunteer Agreement. • You will be expected to attend all required safeguarding training before your start date and at all times work within the policy and procedures of the relevant safeguarding policies.
<p>TRAINING</p>	<p>We will ask you to undertake the following essential online courses; you must complete them before you start your volunteer role. Details of how to access the training will be sent to you after receipt of your application, and support is available if you would like support with access or you feel affected by any of the course content.</p> <ul style="list-style-type: none"> • National Church of England Basic & Foundation Safeguarding training • ACT Action Counters Terrorism training

	<ul style="list-style-type: none"> • The Association of English Cathedrals national volunteers training • Your main training will be through induction, shadowing and an introductory period. The duration of this training before you deliver any sessions independently will vary depending on your prior experience, skills and aptitudes. • We shall provide you with access to information about Learning & Engagement, as well as some background material about the Cathedral itself. • You will receive ongoing support, feedback and further development, and we would appreciate you making every effort to attend additional training sessions. • As a volunteer you will be encouraged to undertake other organisational training, for example health and safety and counter terrorism.
<p>DISCLOSURE & BARRING SERVICE (DBS) REQUIREMENTS</p>	<p>This role involves Regulated Activity and is subject to completion of a confidential declaration form and an Enhanced DBS Check with a Children’s Barred List Check.</p> <p>In compliance with Church of England Safer Recruitment, all pre-appointment checks including referencing and DBS checking must be complete before your start date.</p>
<p>SUPPORT & SUPERVISION</p>	<p>You will be supported and supervised in your usual activities by:</p> <ul style="list-style-type: none"> • Sarah Dellar, Learning & Engagement Manager sarah.dellar@durhamcathedral.co.uk <p>Teaching staff will accompany all groups at all times and we would expect the teacher or adult chaperone to also manage a certain expected degree of suitable behaviour from the group during the session and their visit in general. You can prompt teachers or accompanying adults to remind the group of expected behaviours if necessary.</p> <p>Other Cathedral Staff Contacts:</p> <p>Belinda Fullelove, Volunteering Manager, Cathedral HR & OD, volunteers@durhamcathedral.co.uk</p>
<p>WHAT WE OFFER YOU IN RETURN</p>	<ul style="list-style-type: none"> • Fantastic opportunity to volunteer alongside the Learning & Engagement Team at the heart of a UNESCO World Heritage Site. • References available on request • Opportunity to join the Cathedral’s Community Roll (https://www.durhamcathedral.co.uk/get-involved/community-roll) • Cloister Card offering 10% discount in the Cathedral Shop and Undercroft Restaurant (conditions apply) • Refreshments

	<ul style="list-style-type: none">• Various optional volunteer training as available
ADDITIONAL INFORMATION	<p>Due to severely limited space we are sorry but there is <i>no</i> parking available to volunteers in the Cathedral grounds unless agreed in advance and unfortunately we are <i>unable</i> to offer expenses.</p> <p>It is important to wear appropriate clothing while carrying out your duties as a Learning and Engagement volunteer. The Cathedral, as is typical of an ancient building, can be cold and the floors are hard and uneven. We shall provide you with a Cathedral branded over-garment (e.g. fleece, gilet, tabard or similar) to wear for visibility and identification while on duty. If you are volunteering on the Heritage Woodlands and Riverbanks you should ensure you have warm, waterproof clothing, suitable footwear such as walking boots or wellingtons.</p>

Area Lead: Learning & Engagement Manager

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